Welcome to St. Lawrence University!

The philosophy of the St. Lawrence University Safety and Security department is to provide a safe and secure environment for the entire University community. The Safety and Security department offers a wide variety of services to assist students, staff and faculty members in their day to day living. All services are widely publicized. We ask that students, staff, and faculty members familiarize themselves with the on-line student handbook which can be located on the Student Life webpage at http://www.stlawu.edu/studentlife, Safety & Security webpage at http://www.stlawu.edu/safety-and-security, and all services provided by this department. The first step in a successful Safety and Security program is public awareness and community awareness and participation.

The St. Lawrence University Safety and Security Department will initiate immediate notification to the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, staff or faculty members occurring on the campus, unless issuing a notification will compromise efforts to contain the emergency. Students, staff, faculty, alumni, parents, and guests may access our campus crime statistics at http://www.stlawu.edu/safety-and-security/clery-crime-statistics. Our campus crime statistics are included in this Annual Report.

The information provided in this annual report is in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act. It is designed to inform, educate, notify and alert the campus community of the current programs, policies, procedures related to crime awareness and reporting at St. Lawrence University. Our Annual Fire Safety Report is included in this document and you may access additional information related to Fire Safety at http://www.stlawu.edu/environmental-health-and-safety/fire-safety.

If you have questions about any of the information contained in this annual report, please call our office at (315) 229-5555 or email me directly at pgagnon@stlawu.edu.

Sincerely,

Patrick W. Gagnon
Director of Safety and Security
Annual Security/Annual Fire Safety Report

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Safety & Security Department

The Safety and Security department is located on the 1st floor of the Diana B. Torrey ‘82 Health and Counseling Center, 76 Park St, Canton, New York. The office is open 7 days per week, 24 hours per day and 365 days a year. To report a crime or an emergency you can call the Safety and Security office from any campus telephone by dialing 5555 or you may use any of the 20 blue light and 36 yellow/red call box emergency phones located throughout the university campus. Incoming calls (on 315-229-5555 only) are recorded for emergency purposes only and to be consistent with procedures of other private and public safety departments. Calls transferred from the 315-229-5555 line to a private line for Security administration are not recorded. You may feel certain that confidential discussions with Security will remain so. Crimes and emergencies may be reported directly to the Canton Village Police by calling 911 or 315-386-4561.

Once a crime or emergency has been reported, our first commitment will be to the victim’s or survivor’s safety. We will provide or contact any one or all of the following resources/services: medical treatment, advocate from our Advocate Program, counselor from our Counseling Center, Community Outreach Programs (Renewal House), or law enforcement. We encourage and can facilitate prompt and accurate reporting of all crimes to local law enforcement.

Our Safety & Security Officers submit to a detailed background check, complete the NYS Security Guard Course(s) and are licensed as security guards with the State of New York. Their training includes but is not limited to: effective communication, NYS Security Guard Course, Clery Act, investigations, CPR/AED and first aid, defensive tactics, bomb recognition, fire safety, domestic violence, sexual assaults, stalking, cultural diversity, and drug recognition. They attend an annual Security Officer/Campus Security Officer Training Academy hosted by St. Lawrence University. Our officers are safety and security officers and, therefore, are not sworn police officers and do not have authority/power to arrest. They can make immediate contact with local law enforcement officials as needed. In addition, the Village of Canton Police Department conducts patrols of our campus roadways and perimeter.

The Safety and Security Department has a long standing working relationship with the Village of Canton Police Department, St. Lawrence County Sheriff’s Department, Troop B of the New York State Police, and Canton Fire and Rescue Department. St. Lawrence University has a written “Memorandum of Understanding” with the Village of Canton Police Department. The Safety and Security Department reports to the Vice President and Dean of Student Life, and is responsible for providing both emergency and non-emergency response on campus. Services provided by the Safety and Security Department include, but are not limited to:

- Campus policy, civil and criminal investigations
- Vehicle and traffic enforcement
- Medical emergency responses
- Fire Safety responses, fire drills, and system testing
- Safe Walks
- Access control system responses, checks and inspections

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• On campus non-emergency medical transports
• Residence hall patrols and perimeter security checks
• Academic/administrative building patrols and perimeter security checks

The Safety and Security department consists of seven full-time security officers, three part-time security officers, four full-time dispatchers and a strong representation of student staff members that serve on the Student Safety Team and the First Response Team. The department administration consists of a director, an assistant director, two patrol sergeants (included in the seven full-time security officer staff), an administrative assistant, a technical services coordinator, and a transportation coordinator. Safety and Security is charged with the responsibility of enforcing all University rules and regulations as well as state and federal laws. During their patrols, officers constantly monitor and evaluate campus safety and security. They routinely identify and report such problems as fire safety violations, defective locks, unsecured windows, lighting in need of repair and environmental safety. In addition, they immediately address problems considered to be a life safety threat or hazard.

The Safety and Security department is always available to make presentations to student groups, clubs, organizations, and staff and faculty members. The administrative team presents “Campus Safety 101” at freshman orientations and at new employee orientations. These presentations include but are not limited to Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Higher Education Opportunity Act, personal safety, crime prevention, fire safety, safe walks, department structure, crime reporting procedures and services provided by our department.

Timely Warning Procedures

The Safety & Security Department or a designee will develop timely warning notices for the St. Lawrence University Community to notify members of the community about serious crimes against people that occur on campus, where it is determined that the incident may pose an ongoing threat to members of the St. Lawrence University Community. These warnings will be distributed if the incident is reported either to Safety & Security directly or indirectly through a campus security authority or Canton Village Police Department.

The department issues/posts Crime Alerts for incidents of:

• Criminal Homicide
• Aggravated assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case by case basis to determine if the individual is believed to be an on-going threat to the larger St. Lawrence University Community)
• Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Crime Alert, but will be assessed on a case by case basis)
• Sexual Assault (considered on a case by case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the Safety & Security Department)
• Major incidents of arson
• Other crimes as determined necessary by the Director of Safety & Security, or his or her designee in his or her absence

A timely warning notice will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

• Date and time or timeframe of the incident
• A brief description of the incident
• Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips).
• Suspect description(s) when deemed appropriate and if there is sufficient detail (see below)
• Police Department/Safety & Security Department contact information
• Other information as deemed appropriate by the Director or his/her designee

The description of subjects in a case will only be included in the alert if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, that will not be included in the alert.

Safety & Security will draft an email containing the proposed Crime Alert and forward it to University Communications. University Communications will review and revise the text as needed, and then transmit the email containing the Crime Alert to the University Community as a campus wide email. Updates to the St. Lawrence University Community about any particular case resulting in a crime alert also may be distributed electronically via campus wide email and/or posted on the University’s web site.

At the same time Safety & Security forwards the email containing the proposed Crime Alert to University Communications, Safety & Security will also forward it to the Vice President for Community & Employee Relations and the Vice President for Student Life, for their review and possible distribution to Trustees, Officers or Staff as they deem necessary and appropriate.

Crime Alerts may also be posted in campus buildings, when deemed necessary. When a Crime Alert is posted in campus buildings, it shall be printed on bright colored paper and be posted in the lobby/entrance area of the affected building(s) for seven (7) days. A list of the buildings where Crime Alerts may be posted is maintained by the Safety & Security Department.

Crime Alerts are filed in the case file with the corresponding incident report.
The department does not issue Crime Alerts for the above listed crimes if:

1. The department apprehends the subject(s) and the threat of imminent danger for members of the St. Lawrence University Community have been mitigated by the apprehension.
2. If a report was not filed with the Canton Police Department or if the Safety & Security Department was not notified of the crime in a manner that would allow the department to post a “timely” warning for the community. A general guideline will include a report that is filed more than five days after the date of the alleged incident may not allow Safety & Security to post a “timely” warning to the community. This type of situation will be evaluated on a case by case basis.

Public Safety Advisories may be distributed for crimes (ex. a pattern of larcenies or vandalism cases) that do not rise to the level of causing a serious or continuing threat to the St. Lawrence University Community. In addition, they may be distributed for other safety concerns.

The department also maintains a daily crime log which is updated each business day and contains all crimes reported to Safety & Security. The crime log is available upon request during business hours.

**EMERGENCY MESSAGES AND THEIR MEANINGS**

If you receive a text message or email with an emergency message:

**Active shooter:** A person believed to be armed and firing a weapon.

**Active situation:** A dangerous situation that our Safety & Security staff is dealing with right now.

**Evacuation:** Leave the building immediately and gather in a designated space so authorities can account for your safety.

**Shelter-in-place:** Stay where you are. If possible, get to a small, interior room with no or few windows and stay there, away from doors or windows, until further notice.

**Perpetrator:** A person committing a crime.

**Lockdown:** An emergency protocol aimed at keeping people safe by protecting them inside a facility. If you are in a room, staying in place may be safest. Stay in place if authorities advise it. If you are in a hallway area or outside, go inside as quickly as possible and stay there until further notice.

**Suspect:** A person who is suspected of committing a crime.
WEATHER

Advisory: Bad weather could occur; take care when outdoors or while driving.

Watch: Risk of bad weather has increased, but still uncertain. Watches indicate that conditions are favorable for storms to develop.

Warning: Bad weather event is imminent or is already occurring. Take action immediately.

Severe thunderstorm: A thunderstorm with damaging winds and/or large hail.

Emergency Notification / Timely Warnings and Emergency Communications Procedures

If St. Lawrence University experiences a limited emergency related to weather, crime, accident or other cause, these guidelines direct our communication:

*Those directly involved with an emergency will receive personal, direct information as immediately as possible.
*The campus community is informed promptly and updated regularly through these methods, depending on the nature of the emergency:
*Email to campus email addresses
*Posting on the University’s main Web page www.stlawu.edu, directed to the Emergency Alert web page for details.

If the emergency poses danger to the campus-wide community, we’ll activate these communications:

- Posted on St. Lawrence University web page and Facebook pages and SLU Twitter
- Sent through the campus email system
- Sent through broadcast text message to cell phones - SLUALERT
- Sent through the campus voice mail system
- Public Address Systems on Safety & Security patrol vehicles

Emergency Phone Numbers:
Campus Safety and Security: 315-229-5555
Canton Village Police: 315-386-4561
Canton Fire and Rescue Department: dial 911
Campus Information for Students/ Staff/Faculty: 315-229-5585
Public Information: 315-229-5585
Emergency Safety Plan

In the event of an emergency, university officials will provide timely information for students, parents, faculty, staff, and other members of the campus community. It will be updated regularly as new information becomes available.

General Instructions
If you hear a fire alarm, evacuate, meet at a central location and take accounting of fellow residents, classmates or co-workers. Remain outside until Safety and Security, local fire department staff or police signal all-clear.

If you hear a siren on campus, stay inside, close and lock your door (if possible), close curtains, stay low and stay close to a wall until further notice from Safety and Security, local Fire Department staff or Police.

Evacuation Procedures

Building Evacuation Procedure

1. All building evacuations will occur when a building alarm (fire alarm) sounds and/or upon notification by Safety and Security

2. When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.

3. Assist persons in exiting the building, especially persons with a physical challenge. If elevators exist in a building, they are reserved for persons with physical challenges. DO NOT USE THE ELEVATORS IN CASES OF FIRE OR EARTHQUAKE.

4. Once outside, proceed to a clear area that is at least 500 feet away from the affected building. Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel. Know your area assembly points.

5. DO NOT return to an evacuated building unless told to do so by Safety and Security staff.

Campus Evacuation Procedure

1. Evacuation of all or part of the campus grounds will be announced by Safety and Security.

2. All persons (students and staff) are to vacate immediately the area of campus in question and relocate to another part of the campus grounds as directed.
Relocation of Persons with Disabilities

In the event of an emergency, individuals who use wheelchairs and other individuals with disabilities should observe the following procedures:

- Move towards the marked exit.
- As a first choice, use the building elevator, BUT NEVER IN THE CASE OF A FIRE OR EARTHQUAKE.
- If there is an earthquake – or if there is an obstruction in the pathway – request assistance from others in the area.
- If assistance is not immediately available, stay in the exit corridor or the stairway landing. Continue to call for help until rescued. Individuals who cannot speak loudly should carry a whistle or have other means for attracting the attention of others.
- Rescue personnel, Public Safety, Emergency Response Teams, Fire and Police Departments will first check all exit corridors and exit stairwells for trapped persons.
- If you use a wheelchair, or have any other mobility impairments, please file a class schedule with Safety and Security.
- NOTE: It is suggested that the individuals who use wheelchairs or have mobility impairment prepare for an emergency ahead of time by instructing faculty/staff or classmates on how to assist him/her in an emergency.

Emergency Response Team

If a major emergency--such as an earthquake, fire, or hazardous material accident--occurs, a pre-designated Emergency Response Team will coordinate the University’s response. All efforts are designed to protect students, faculty and staff. The University is prepared to respond 24 hours a day, seven days a week.

Emergency Response - Campus Emergency Resource Team and Action Offices

Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of our campus community members, the Campus Emergency Resource Team without delay will meet, in person or electronically as possible, to provide updated information, determine campus notification message content if warranted and message recipients, initiate the notification systems as warranted, and coordinate an effective emergency response.

Emergency Director    President or designee
Emergency Coordinator    Director of Safety and Security
Damage Control    Director of Facilities Operations
Campus and Public Information    Vice President for Community and Employee Relations
Support Functions
(Computing, telephone)

Appropriate Vice President

Insurance and Archivist

Director of Contracts, Compliances and Risk Management

The following would be involved in most collective emergency situations and disasters. These procedures are generic, and may be adapted to the circumstances of any particular emergency.

Safety and Security
1. First contact
2. Assumes initial on-site command and control
3. Assesses seriousness of situation, requests appropriate assistance from outside agencies
4. Contacts Emergency Resource Team members and others (such as the Vice President and Dean of Student Life) depending on the nature of the emergency
5. Maintains emergency communications with emergency staff
6. Maintains access route for emergency vehicles and personnel
7. Coordinates evacuation of students and personnel
8. Develops and maintains emergency operations center, if necessary

Facilities Operations
1. Coordinates emergency control and restoration of services, utilities, buildings etc.
2. Assists in rescue, clearance and demolition
3. Procures emergency water supply
4. Provides damage assessment
5. Assists with emergency transportation to evacuation site
6. Constructs temporary facilities, if necessary
7. Maintains emergency supplies inventory

Vice President for Community and Employee Relations
1. After contact from Safety and Security, determines nature and extent of communications. Will consider: seriousness of emergency, appropriate audience(s) for information, appropriate or possible vehicles of communication, and legal constraints
2. Prepares internal and external written and verbal communications, communicates with emergency media (Emergency Broadcasting System members)
3. Informs Vice President for University Advancement
4. Responds to media inquiries
5. Coordinates communication as necessary with alumni, parents, prospective students and other appropriate audiences
Information Technology Leadership Team
1. Coordinates emergency control and restoration, if necessary, of computing and telephone resources.
2. Establishes alternative infrastructure resources as possible and if necessary
3. Protects integrity of database files

Director of Contracts, Compliances, and Risk Management
1. Contacts University Attorney
2. Coordinates insurance claims
3. Documents activities, actions and expenses

General Response Procedures

*While these procedures may not be appropriate in every emergency situation, they provide guidelines to follow and may be modified according to circumstances.*

1. Assure Human Safety
   a. Assess seriousness of emergency
   b. Call Safety and Security (5555) to request assistance and transport to hospital or health services
   c. Before Security arrives, assure safety of people in building if possible. Coordinate evacuation if situation is life threatening
   d. Health Services if injuries occur or potential for injuries exists
2. Minimize Damage to Facilities
   a. Under supervision of Safety and Security, contact Facilities Operations
   b. Under supervision of Safety and Security, remove valuable records and equipment, if appropriate
3. Coordinate Communications
   a. After notification by Safety and Security, Vice President for Community and Employee Relations prepares internal and external statements
   b. Vice President for Community and Employee Relations contacts external media to alert to emergency situation as appropriate
   c. Vice President for Community and Employee Relations coordinates notice to family and friends (parents, teachers, roommate(s), and campus employer(s) with appropriate campus office. For students: VP and Dean of Student Life; for employees: Human Resources.
   d. Debriefing
4. Minimize Legal and Financial Risks
   a. Director of Campus Support Services contacts and University Attorney and establishes procedures to archive all activities and expenditures associated with the Emergency.
Declaration of State of Emergency

The authority to declare a campus state of emergency rests with the President or his/her designee as follows:

During the period of any campus major emergency, the Safety and Security Office shall place into immediate effect the appropriate procedures necessary in order to meet the emergency, safeguard persons and property, and maintain educational facilities. When in consultation with the Director of Facilities Operations, the Director of Safety and Security considers a situation to be either a major emergency or a disaster, the Director of Safety and Security advises the President to declare a campus state of emergency.

A campus state of emergency means:

- Only registered students (if classes are in session), faculty, and staff are authorized to be on campus. Visitors and guests will be asked to leave, as safety permits.
- The President may dismiss employees, or may declare the campus closed in advance of the normal opening of the workday. Wage compensation will be adjusted according to contractual agreements.
- Only faculty or staff members with emergency resource duties will be allowed to enter the immediate disaster site, if such a site exists.
- Employees with emergency resource duties will be asked to report to campus, or remain on campus, to fulfill responsibilities. Accommodations and meals will be provided to emergency personnel if necessary.

Emergency Center
The Safety and Security Department is located in the Torrey Health and Counseling Center which is equipped to serve as a centrally located campus emergency center.

Card Access Control System
The security of and access to, all of our residential buildings is controlled by our card access system. This includes all residence halls and theme houses. In addition some of our administrative buildings, academic buildings and athletic complexes are also controlled by our card access system. The Safety & Security Department issues all access control cards with the respective access for all St. Lawrence University community members. Cards reported as lost, stolen or defective can be replaced at Safety & Security upon request or report.

The Access Control System is monitored 24 hours a day – 7 days a week by the Safety & Security Department. The system will display alarms when a door is propped open; the components are tampered with; forced entry occurs; and if unauthorized person(s) attempt to access with an invalid access card. When an alarm is displayed on the terminal monitor, the dispatcher will acknowledge the alarm and report the incident to the officers on patrol. The officers on patrol will respond to the location of the alarm and investigate the cause.
Residence Hall Safety

Every night, professional Safety and Security Officers and the Student Safety Team perform foot patrols in and around the residence halls as well as other campus buildings. Safety and Security Officers and the Student Safety Team work closely with the residence hall staff to prevent problems before they occur.

a) Letting someone else use your access card and/or propping doors open compromises the safety of other students in the residence hall. These actions are violations of university policy, which may result in a fine or judicial board action.
b) Keep doors and windows to your room locked at all times.
c) Never sleep in an unlocked room.
d) Don’t put your name and address on your key ring.
e) Don’t study in poorly lighted or secluded areas of a building.
f) Should you receive a harassing phone call or calls with no one on the line, hang up and immediately notify the Safety and Security department.
g) If you find that your room has been entered, don’t go inside. Notify a CA, or Safety and Security Officer immediately. If you are inside do not touch anything until an officer arrives as you may disturb valuable evidence.
h) If your lock or combo is not operating properly contact your CA. Avoid having large amounts of cash or other valuables in your room.
i) NEVER GIVE YOUR COMBINATION TO ANYONE!
j) Check with your family insurance agent to determine if your property is covered under their homeowners insurance. If not, you should strongly consider purchasing insurance.

Residence Hall Security and Campus ID Card

Students will receive their Campus ID Card when they arrive on campus for Orientation. Your card is the official St. Lawrence University identification card as required by university policy. While on campus, you should carry it at all times for identification purposes and to present to university officials upon request. Information on the front of the Campus ID Card includes name, photograph, identification number, library barcode and date of expiration. Developed with the goal of improving access to various campus services for the safety and convenience of the university community, this one-card system:

* Provides individual access to university residence halls. 
Embedded in the Campus ID Card is the coding necessary for access to all university residence halls. The access control system is monitored “24/7” by the Safety and Security Office; if a door is propped or forced open, an alarm alerts them and a Safety and Security Officer is dispatched to that location. An emergency call box is available outside each residence in the event you need to contact the Safety and Security Office for access assistance.
Safety Programs

- The Director of the Health Center presents a presentation titled “Who Me?” to students.
  - Sexual Assault and Health Safety – Presented at Orientations and ongoing as requested.
- The Director of Safety & Security presents a presentation titled “Campus Safety 101” to students, staff and faculty.
  - Safety & Security Department and Programs overview – Presented at Orientations and ongoing as requested.
  - Our Advocates Program provides informational programs and maintains a web page for students titled, “Education and Outreach.”
- The Student Activities Department provides the following programs for students, staff and faculty. Personal Safety, Sexual Assault, Relationship Violence and Self Defense Training – Each semester and ongoing as requested.
  - “Hot Topics”
  - “Can I Kiss You?”
  - Make a T-shirt for the Clothesline project!
  - AWARE Training Sign Ups
  - PURPLE WEEK: Survivor Yoga
  - PURPLE WEEK: Self Defense Class
  - Advocates Program Training and Events
  - TEAL WEEK: Take Back the Night: Speak Out
  - TEAL WEEK: Brave Miss World Showing
  - TEAL WEEK: Self-Defense Class

What You Can Do
Community involvement is essential to the prevention of crime on campus. Disinterest and complacency are the prime contributors to the success of criminals. The burden of crime prevention rests not only with the Safety and Security department but with each member of the St. Lawrence University community. Safety and Security officers cannot be everywhere at once and therefore we depend on you to recognize and report suspicious and criminal activity. The extent of your cooperation greatly influences the Safety and Security Officers’ effectiveness in preserving a safe campus environment.

Doing your part means:

- Being aware of your vulnerability and following suggestions outlined in this report which will help you protect yourself and your property.
- Being alert for suspicious or criminal activity and or conditions that may represent a hazard to the university community.
- Getting involved by becoming more safety conscious and by reporting all incidents or criminal activity to the Safety and Security department.

Many times solving a crime depends on how accurately and promptly the incident is reported. Therefore, when reporting an incident it is important that you be able to provide as
much of the following information as possible:

Nature of the incident.

1. When the incident occurred
2. Where the incident occurred
3. Who was involved (names, gender, race, age, height, glasses, etc.)
4. Direction and mode of travel
5. Vehicles involved, type and description
6. Description of stolen property

Emergency Blue Lights Phones / Yellow Call Box Phones Locations:

To activate the yellow call box, depress the red button above the word “HELP.”
To activate the blue light phone, depress the button in the center on the front of the phone.
A Safety & Security Dispatcher will answer and dispatch Safety and Security Officers to respond to your location.
Safe Walk Program

- Safety & Security provides safe walks from any university affiliated or owned property to another university affiliated or owned property.
- Safe Walks consist of a personal escort by a Safety & Security Officer or Student Safety Team Member.
- To request a safe walk at any time of the day or night, simply call 5555 from a campus phone or 315-229-5555 from an outside line or cellular phone, or use any of the 54 emergency phones on campus.

Protection of Persons or Property

**General:**

a) Be aware and recognize your vulnerability.
b) Report all suspicious persons, vehicles and activities to the Safety and Security department immediately by using an emergency blue phone or by calling 315-229-5555.
c) Use the “buddy system” when at parties or in an uncommon location. Never walk ALONE!
d) Watch out for your neighbor. If you see someone being victimized, notify Safety and Security immediately.

**Walking:**

a) Avoid walking alone after dark. Utilize the Safe Walk Program by calling x5555 anytime of the day or night or by using one of the 54 emergency phones located throughout campus.
b) Walk in well-lighted, regularly traveled walks or pathways. Avoid shortcuts and keep away from shrubbery, heavy bushes, alleyways and areas where assailants may be lurking.
c) Don’t hitchhike or accept rides from strangers.
d) Report lights that are out and any other hazardous conditions to the Safety and Security department.
e) When walking to your vehicle...keep your keys in your hand.
f) If you think or feel as though you are being followed, cross the street and if needed keep crossing back and forth. If you are pursued, draw attention to yourself by yelling and run to a lighted building or residence hall. Don’t be afraid if need be, to break a window or pull a fire alarm to draw attention to your situation. In this type of situation yelling “FIRE” may be more effective than yelling help.

Athletic Facilities

a) Use the “buddy system”. Work out or use the pool with a friend and make arrangements to go to and from the gym together.

b) Immediately report all incidents of indecent exposure and voyeurism to the Safety and Security Department.

c) Avoid bringing cash, wallets, or other valuables to the gym. Keep your locker locked whenever unattended. This includes when you are briefly in the shower. Most thefts in athletic facilities take place in the locker rooms and from unlocked lockers.

Bicycles
Students are strongly urged to register their bicycles with the Safety and Security Department. There is no cost for registering bicycles and registering bicycles greatly increases the chance for recovery in cases of theft. The Safety and Security Department has bicycle locks for purchase, if needed.

Always lock your bike!

1. Bicycles should be locked around the frame and through both wheels to a bike rack.
2. Invest in a good bike lock or a strong padlock and chain.
3. Whenever possible keep your bike inside at areas designated by Residence Life.
4. Find out if your bike is covered under your parents’ insurance policy. If not, it is advisable to insure it.
5. Don’t be an accident victim. Follow the same rules of the road as you would if you were driving a car.

Bicycles should not be left in hallways or stairwells or rooms since the personal safety of others may be jeopardized. When school is not in session, secure your bike in your room or take it home with you. During the fall, an announcement is made about where various bicycle storage areas on campus. Any bicycles stored or locked in hallways and stairwells are moved to approved storage areas. If bikes are moved by university personnel, the owner may be subject to a $25 fine and is responsible for any damages to chains or locks.
Motor Vehicle and Parking Policy
The central philosophy guiding our parking policy is our commitment to a walking campus. All of us — students, faculty, staff and visitors — should be confident of the freedom to walk from place to place without interference from cars, motorcycles and other vehicles. We also believe that a walking campus is consistent with our commitment to the environment. Therefore, we have established procedures for registering and parking vehicles on campus to assure the safety of students, faculty, staff and visiting drivers and pedestrians on campus. A parking permit gives us all the information we need to help you use university parking areas safely and conveniently. We work to maintain emergency access to all buildings and areas on campus. Your cooperation with the regulations will improve the sense of community we share, as well as reduce traffic and parking violations. Failure to abide by this policy could result in fines, “booting,” towing, revocation of parking privileges and/or disciplinary action. All registered vehicles must properly display a St. Lawrence University decal and/or permit and be parked only in designated areas determined by decal/permit status. Students will be billed an annual non-refundable $80.00 decal fee. All motor vehicles must be registered with the Safety and Security Department. We strongly encourage bicycle registration as well.

Lost and Found
Keys or valuable items found unattended on campus should be turned over to the Safety and Security Office. Such items are subject to a search for the purpose of discovering ownership. Unclaimed items will be donated to an appropriate charity or otherwise disposed of after one semester has passed. Items found in the residence halls should be turned over to the residential coordinator who will then give the items to Safety and Security.

Theft
Theft, or a suspicion of theft, should be reported immediately to the community assistant, residential coordinator or house manager, and the Safety and Security Office. The victim of a theft has the right to report the theft to the local police or refer the matter to the Student Judiciary Board. Where theft against the institution is involved, the university agent with responsibility for the area in which the theft occurred chooses the appropriate course of action. Any student found guilty of theft will be considered for immediate suspension from the University.

The University is not liable for personal property lost, stolen, or damaged. It is advised that you protect your belongings with insurance through your family’s homeowner or other insurance policy. It is further recommended that you keep doors locked, avoid keeping large sums of money and other valuables in your room, and report any suspicious persons or behavior to residence staff and Safety and Security.
Annual Fire Safety Report

Fire Safety Policy

All FIRES must be reported to the Safety & Security Department at 315-229-5555 immediately. Even if the fire has been extinguished, it must be reported.

Familiarize yourself with the location of building exits, alarms, and extinguishers. Report discharged fire extinguishers to Safety and Security immediately.

IF YOU DISCOVER SMOKE OR FIRE:

a. Sound the fire alarm.
b. Go to the nearest exit and leave the building.
c. Call the Safety and Security Department at 5555 or activate an emergency phone.
d. If you are in your room when an alarm sounds, feel the door and handle to see if it’s hot. If it’s hot don’t open the door. Call the Security Office at 5555 and/or open your window and call for help. If the door is not hot exit the building immediately.
e. If an exit is blocked, try another exit or return to your room, close the door, open a window and yell for help.
f. If you are in a smoke-filled area, keep low to the floor to escape the smoke.
g. Know all the exits and fire escape plans in your building.

Throughout the academic year Residence Life Staff will conduct fire safety inspections of every University-owned residential room on campus to insure the safety of the entire building. Facilities Operations regularly tests building alarms and inspects fire safety equipment throughout the campus.

Each student room is equipped with a smoke detector. The student is responsible for reporting a malfunctioning smoke detector to the residential coordinator, house manager, or security immediately. The detectors are checked by residential staff and custodians at least 4 times during the year—before fall opening, at Thanksgiving break, at winter break, and at spring break. The University is equipped with fire sprinklers in some buildings and all systems are inspected quarterly in accordance with the Fire Code of New York State. As buildings are renovated or remodeled sprinkler systems are added per NYS Fire Code. All buildings are in compliance with NYS Building and Fire Codes.

Certain obvious fire hazards are prohibited in residence hall rooms. Among them are bongs, candles and incense, cords under rugs, fireworks, flammable gas and liquids, halogen lamps, hookahs, hot plates, immersion coils, internal combustion engines, kerosene heaters, oil lamps, pipes or other smoking devices, space heaters, vaporizers, and water pipes. The following room decoration policy is in effect:

1) Tapestries will be limited to two per room, to be hung on walls only. Fireproofing treatment is recommended.
2) Posters should not cover more than 50% of wall space.
3) New York State Fire Code Enforcement
On an annual basis, St. Lawrence University is inspected by the New York State Office of Fire Prevention and Control. All University buildings, open spaces, offices, and residence halls, including student rooms, are subject to inspection and, if violations are noted, must be corrected within one to approximately thirty days based on the severity, which is determined by the fire probability and potential loss severity of the violation. Failure to satisfactorily abate these violations may result in fines from New York State and range from $50 to $500 per day based on severity. Violations occurring in student rooms for which the occupants are responsible resulting in fines will be billed to the occupant(s) of that room. In student rooms, there are five reasonable and simple premises to follow:

1. No combustible materials can be stored or located within 18 inches of a sprinkler head or within 24 inches of an unsprinklered ceiling.
2. Rooms MUST be maintained in an orderly manner with any combustible material properly stored.
3. Extension cords shall not be a substitute for permanent wiring. Extension cords shall not be affixed to structures, extended through walls, ceilings, or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall only be used with portable appliances. No unapproved extension cords may be used. Approved extension cords shall be used only with portable appliances and must be plugged directly into an approved electrical outlet, power tap, or multi-plug power strip and shall only serve one portable appliance. Multi-plug power strips must be plugged directly into an approved electrical outlet.
4. Exits and aisles must always be kept clear and accessible with fire doors in the closed position.
5. All fire protection equipment, extinguishers, heat and smoke detectors, and sprinkler heads must not be interfered or tampered with and must be in working order.

Fire Safety is a serious issue. People's lives are at stake and your cooperation is appreciated.

Please note:
1. Fireworks are illegal to possess or use in New York State and are prohibited at St. Lawrence University.
2. Any student guilty of starting a fire or intentionally turning in a false alarm may be suspended from St. Lawrence University and be subject to criminal prosecution.
3. Failure to cooperate with University personnel during a building evacuation or fire alarm will result in a mandatory $250 fine and/or disciplinary action.
4. Failure to leave the building during a building evacuation or fire alarm will result in a mandatory $250 fine and/or disciplinary action.
5. Any student guilty of tampering with smoke detectors, fire extinguishers or other fire safety equipment including safety lights or fire sensors is held responsible for endangering the safety of the occupants of the building and subject to a fine and/or disciplinary action. A mandatory $250 fine is assessed in cases of students tampering with smoke sensor detectors, inappropriately discharging fire extinguishers or breaking the seal that indicates that the fire extinguisher has been prepared for use. This fine also applies to the misuse of fire alarm pull stations and stopper II devices. A mandatory $250 fine is assessed to any student inappropriately discharging a sprinkler system and the student may be assessed damages caused by water.

6. When there is damage in a room from a fire caused by actions that are in violation of University policy, the responsible party will be fined as appropriate, pays for damages caused by the fire as determined by the University, and is referred to the Dean’s Panel.

7. A student guilty of possessing candles, incense, oil lamps or other open flame objects in a residence hall room is subject to a mandatory $250 fine and disciplinary action.

8. Smoke detectors in student rooms must always be intact, functioning properly, and left exposed. Do not cover them with posters, tapestries, netting, flags, or other materials. Contact custodians, a residential staff person, or security if there are problems with a smoke detector. Damaging, disassembling, or removing smoke detectors will result in a mandatory $250 fine from the University and disciplinary action.

9. All fires must be reported to security even though the building occupants may extinguish the flames.

10. Fire lanes must be kept free for emergency vehicles. Vehicles may be towed at owner’s expense.

11. If a floor or building loses power, all appliances including computers should be disconnected and then later reconnected. This procedure will avoid appliance surging and blowing fuses.
## Fires - On Campus - Student Housing Facilities

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<th>Number of Fires by Residential Building</th>
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### 2011 Fires - On Campus – Details

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<th>Fire-related deaths</th>
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The Kerry Rose Fire Sprinkler Notification Act of 2013 requires the College provide a written fire safety notification to each student living in a college-owned or operated housing facility, both on and off campus. St. Lawrence University is committed to providing a healthy and safe educational and working environment for our students, faculty, staff and visitors and provides the following information about our system and the fire safety report in response to the Act.


The Fire Safety Policy for St. Lawrence University students may be found in the Student Handbook online on the Student Life webpage at [http://www.stlawu.edu/resource/student-handbook](http://www.stlawu.edu/resource/student-handbook) on page 48.

**Fire Alarm Systems**: All buildings are equipped with fire alarm systems. All systems are tested and inspected annually by a New York State certified fire alarm installer. All fire alarm systems are monitored 24/7 by a central monitoring station staffed by the Safety and Security Office. Fire alarm pull stations are located near the exits.

All residential buildings with a carbon monoxide (CO) source are equipped with carbon monoxide (CO) detectors.

The University is equipped with fire sprinklers in some buildings and all systems are inspected quarterly in accordance with the Fire Code of New York State. As buildings are renovated or remodeled sprinkler systems are added per NYS Fire Code. All buildings are in compliance with NYS Building and Fire Codes.

All fire extinguishers on campus are inspected monthly by SLU staff and serviced annually by an outside contractor in accordance with the Fire Code of New York State.

All residence halls are required to have 4 unannounced fire evacuation drills per academic year. All academic and administrative buildings are subject to unannounced drills during normal working hours.
For your safety, whenever the fire alarm sounds, evacuate the building immediately using the nearest exit. Treat all alarms as the real thing – assume nothing! Behavior of any kind, which inadvertently activates a fire alarm, will be subject to disciplinary action. Failure to evacuate an area may also result in disciplinary action. Please report all fires, even if they have been extinguished, immediately to Safety & Security at 229-5555 or X5555.

If you have any questions or concerns related to fire safety at St. Lawrence University, please contact the Office of Safety and Security at 315-229-5554.

### Student Housing Facilities – Fire Alarm System Components

<table>
<thead>
<tr>
<th>Residential Building</th>
<th>Sprinklers</th>
<th>Smoke Detectors</th>
<th>Fire Extinguishers</th>
<th>Central Monitoring By SLU Dispatch</th>
<th>Evacuation Plans &amp; Placards</th>
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<tr>
<th>Buildings With Partial Sprinkler Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>62 Park Street</td>
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<tr>
<td>Whitman Hall</td>
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</tbody>
</table>

**Emergency Evacuation Drills**

Safety & Security Officers will be conducting emergency evacuation drills in residential, academic, and administrative buildings throughout the calendar year to educate building occupants of our emergency plans, practice evacuations and identify potential issues with the building’s means of egress or fire safety systems.

1. Treat each alarm as if it were an actual emergency and leave as quickly as possible.
2. Close all windows and leave the shades/curtains open.
3. Close and lock your door and leave your light on.
4. Dress appropriately (weather-wise, footwear, etc.).
5. Exit by the nearest stairwell and go away from the building so as not to impede the progress of fire equipment or people evacuating from the building. Standing on the opposite side of walkways in front of the buildings is a good rule of thumb.
6. Remain outside the building until the alarm is turned off and the “all clear” is given.

The Safety & Security Department provides Fire Safety training annually at Orientations and upon request. We work collaboratively with the Canton Fire Department and the Office of Fire Prevention & Control at fire drills, campus training sessions, campus safety fairs, and department training sessions.

We conduct fire drills, four times annually, at all residential buildings, academic buildings, administrative buildings, and athletic buildings on campus. During the fire drills the fire alarms systems are activated by a random pull station to test the system status. Evacuation is required by security personnel and results are recorded on a Fire Drill/Alarm Report.
### Fires Drills - On Campus - Student Housing Facilities

<table>
<thead>
<tr>
<th>Number of Fire Drills by Residential Building</th>
<th>Street Address</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
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<tbody>
<tr>
<td>01 Lincoln Street</td>
<td>01 Lincoln Street</td>
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<td>01 University Ave</td>
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<td>03 University Ave</td>
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<tr>
<td>05 University Ave</td>
<td>05 University Ave</td>
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<tr>
<td>07 University Ave</td>
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<tr>
<td>11 Maple Street</td>
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<td>13 University Ave</td>
<td>13 University Ave</td>
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<tr>
<td>14 East Main Street</td>
<td>14 East Main Street</td>
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<td>17 College Street</td>
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<tr>
<td>19 Judson Street</td>
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<tr>
<td>21 Romoda Drive</td>
<td>21 Romoda Drive</td>
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<td>25 College Street</td>
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<td>45 E. Main Street</td>
<td>45 E. Main Street</td>
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<td>72 Park Street</td>
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<tr>
<td>Chi Omega</td>
<td>18 Elm Street</td>
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<tr>
<td>Dana Dining Hall</td>
<td>Sykes Hall-Park St.</td>
<td>4</td>
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<td>4</td>
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<tr>
<td>Dean Eaton</td>
<td>Campus Roadway</td>
<td>4</td>
<td>4</td>
<td>4</td>
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<tr>
<td>Gaines College</td>
<td>Romoda Drive</td>
<td>4</td>
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<td>4</td>
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<tr>
<td>Hulett Hall</td>
<td>H/J Roadway</td>
<td>4</td>
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<tr>
<td>Jencks Hall</td>
<td>H/J Road way</td>
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</tr>
<tr>
<td>Lee Hall</td>
<td>Campus Roadway</td>
<td>4</td>
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<td>4</td>
</tr>
<tr>
<td>New Residence Hall - Opened Fall 2014</td>
<td>Romoda Drive</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Priest College</td>
<td>3 Maple Street</td>
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<tr>
<td>Rebert Hall</td>
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<td>Reiff College</td>
<td>1 Maple Street</td>
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<tr>
<td>Sustainability House</td>
<td>Rt. 68</td>
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<tr>
<td>Sykes Residence</td>
<td>Park Street</td>
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Sexual Misconduct (Sexual Assault, Relationship Violence, Sexual Harassment) and Stalking Definitions

**Sexual Assault:** Any touching of a sexual nature that is without the consent of the person touched. Sexual assault may include, but is not limited to, rape, acquaintance rape, sexual abuse, sodomy (non-consensual) and sexual misconduct as defined by New York State Law. Note: See information on filing complaints of sexual assault under Clause IX, X, and XI of the Student Judiciary Board constitution and information on what to do and to find help under Sexual Misconduct: Sexual Assault, Relationship Violence, Sexual Harassment and Stalking Procedures below.

**Relationship Violence:** Abusive behavior, including threats, verbal and/or emotional abuse, and physical assaults between adults in an intimate and/or sexual relationship. Note: See information regarding the definition of Relationship Violence under Sexual Misconduct: Sexual Assault, Relationship Violence, Sexual Harassment Procedures below.

**Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors, and/or other unwelcome physical conduct of a sexual nature which interferes with a student’s performance or creates an intimidating, hostile or offensive environment. A person’s conduct may violate St. Lawrence University’s definition of sexual misconduct (includes sexual assault, relationship violence, sexual harassment) while not violating New York State law.

**Stalking:** Stalking is a pattern of knowingly unwanted behavior directed towards a specific person that would cause a reasonable person to fear harm to physical, mental, or emotional health, safety, employment status, or property of such person, a member of such person’s immediate family, or a third party with whom the person is acquainted. Such behaviors include, but are not limited to: telephone calls; voice/text messages; following to residence hall, class, work, or other daily activities; letters; emails; gift giving; instant messaging; using AIM or social networking communities to collect information about person; creating shadow accounts or monitoring key strokes; taking pictures of person; and befriending person’s friends.

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<table>
<thead>
<tr>
<th>Number of Fire Drills by Residential Building</th>
<th>Street Address</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
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</thead>
<tbody>
<tr>
<td>Townhouse Apartments</td>
<td>Campus Roadway</td>
<td>4</td>
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<tr>
<td>Whitman Hall</td>
<td>Campus Roadway</td>
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</table>

Page 29 of 91
The University’s complete discrimination policy can be found at https://www.stlawu.edu/human-resources/combined-discrimination-and-harassment-policies. Included within the University’s prohibition against discrimination is a prohibition against sexual harassment, including sexual assault, relationship violence and stalking.

**Sexual Harassment Policy:**

It is the policy of St. Lawrence University that all our employees and students should be able to enjoy a work and educational environment free from all forms of discrimination, including sexual harassment.

It is expressly against University policy for any employee, student, vendor or visitor to engage in sexual harassment directed at a member of the St. Lawrence community. Sexual harassment is defined as any unwelcome sexual advancement, request for sexual favors, or other physical or verbal conduct of a sexual nature when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or education; or
2. submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual; or
3. such conduct has the purpose or effect of unreasonably interfering with an individual’s academic or professional performance or creating an intimidating, hostile or offensive employment, education, or living environment.

Conduct that is harassing to students, employees or visitors to campus will not be tolerated. Any employee or student will be subject to disciplinary action for violation of this policy, up to and including termination or expulsion; appropriate action will also be taken against any vendor or visitor to campus found to have engaged in prohibited harassment. Sexual harassment is illegal under both state and federal law. Some cases may be susceptible to prosecution under criminal law. (http://www.stlawu.edu/human-resources/combined-discrimination-and-harassment-policies).

Sexual assault is a crime of violence. New York state law defines sexual assault as any type of overt, forced sexual contact with someone who does not consent to the act, or who is physically helpless, or who is under the influence of drugs or alcohol. Men and women must learn to understand that unless the sexual activity is voluntary and consensual, one party may face a charge or criminal complaint of sexual misconduct. A person’s conduct may violate St. Lawrence University’s definition of sexual misconduct while not violating New York State law. Sexual activity may be deemed to be nonconsensual if either party is determined to be unable to give consent due to use of drugs or alcohol. Explicit, not implied, consent from a party whose judgment is not questionable due to drug or alcohol consumption should be obtained by anyone proceeding with sexual activity. Yes means yes: anything less than yes may not be consent.

Relationship violence can be defined as abusive behavior, including threats, verbal and/or emotional abuse, and physical assaults between adults of any gender or sexual preference in an
intimate and/or sexual relationship. The “intimate” relationship may be characterized as a series of sexual encounters, dating, “hooking up”, or similar interactions. Examples of abusive actions range from physical acts like hitting, shoving, or restraining to threats designed to control the victim’s behavior. Some examples of threatened actions would be turning friends against the victim or committing suicide or hurting pets.

New York Penal Law, section 130, defines different terms as they apply to sex crimes. Under the category of sexual misconduct, the crimes of rape and sodomy are defined and include those offenses in the first, second and third degrees. For example, the New York State definition of first degree rape is: “A male is guilty of rape in the first degree when he engages in sexual intercourse with a female (1) by forcible compulsion, or (2) who is incapable of consent by reason of being physically helpless. Physically helpless is defined as a person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act. Any employee or student may be subject to disciplinary action for offenses of sexual misconduct, up to an including termination or expulsion.

**What can I do if I have been a victim of sexual assault, relationship violence or stalking?** If you have been sexually harassed, sexually assaulted, involved in relationship violence or stalked, you should seek immediate help: Contact an advocate (an advocate is a volunteer who serves as support for victims of sexual harassment, assault, relationship violence or stalking. Seek medical assistance and consider campus disciplinary options as well as New York State legal options. The counseling center will provide assistance and information. Stalking survivors are encouraged to create a record of all incidents with the accused. Survivors and/or their friends are encouraged to submit a confidential Anonymous Incident Report. Contact the office of the Associate Dean of Student Life for information on complaint procedures and advice.

**TELL SOMEONE!!**

**On Campus Confidential Resources**

If you have been sexually harassed, subjected to non-consensual sexual contact, involved in dating/relationship violence or stalked, or otherwise subjected to Sexual Misconduct, you should seek immediate help. You may contact the University’s Counseling Center at 229-5392. Discussions with the Center’s Counselors are legally treated as confidential.

**St. Lawrence University Counseling Center**

229-5392

You may also contact an Advocate (an Advocate is a volunteer who serves as support for victims of Sexual Misconduct including sexual harassment, assault, dating/relationship violence or stalking). Discussions with Advocates are confidential under University policy (but may be subject to disclosure in legal proceedings or to the government).

**St. Lawrence University Advocates Program—2014-2015**
Advocates Program website at https://www.stlawu.edu/advocates
Sexual Violence Advocates Hotline: 244-5466

Names and contact numbers for individual Advocates will be available within the first week of the semester online at the Advocates’ website (above), in the Advocates Booklets accessible via CAs, FYP professors and Student Life staff.

The Counseling Center and/or Advocates can provide assistance and information regarding medical assistance and treatment, academic and other campus support options, campus disciplinary proceedings and law enforcement options. (Victims of non-consensual sexual contact should take steps to preserve evidence of the contact, such as not showering or douching; try not to urinate (urinating may reduce the ability to detect date rape drugs); if there was oral contact, do not smoke, eat or brush teeth; do not change clothes (if you have, place them in a paper bag, as plastic may destroy evidence); go to a hospital with the capability to provide a SAFE exam and request the exam).

Information regarding the preservation of evidence can be provided by either the confidential or non-confidential resources identified here.

If unsure of where to go, contact the Counseling Center or an Advocate.

Reports of Sexual Misconduct made to these resources will NOT be reported to other University officials in any personally identifiable manner (reports made to these individuals may result in a report to University officials that an incident occurred, but will not result in the reporting of any personally identifiable information), and as a result you should not expect action to be taken by the University against any alleged perpetrator if you only report to these resources.

Off Campus Confidential Resources
Confidential reports of Sexual Misconduct can also be made to off campus resources, including

Renewal House
3 Chapel Street
M-F 8:00 am-5:00 pm
315-379-9845

Reachout of St. Lawrence County
(free, confidential crisis and information hotline)
315-265-2422
AWARE Training
315-229-5362
The AWARE Training is a 16-hour training workshop teaching participants about sexual assault, relationship violence, stalking, and the resources available both on campus and in the community. Trainings are open to anyone in the campus community and are held in the fall and spring semesters.

The Advocates Group
Angelica Soto – Advocate Advisor 315-229-5362
Advocates are faculty, staff, and student volunteers who serve as a support system for survivors of sexual violence. They are individuals who have gone through AWARE Training and attend weekly meetings to continue their education on the topic.

Advocates serve as a support for survivors in the following ways:

- Staffing the confidential Sexual Violence Hotline
- Suggesting referrals to campus and community resources
- Providing information about sexual violence
- Advocating on behalf of students who elect to pursue disciplinary action
- Working individually with survivors to empower them in their healing process
- Participating in Peer Education programs

For more information, contact Angelica Soto – Residential Coordinator - Residence Life at: 315-229-5362 or email to: asoto@stlawu.edu

(Advocates Program website at www.stlawu.edu/advocates)
Names and contact numbers for Advocates will be available within the first week of the semester online at the Advocates’ website, in the Advocates Booklets accessible via CAs, FYP professors and Student Life staff, and in the campus directory

These reports will not result in information being provided to the University and therefore you should not expect as a result of this type of reporting that the University will take any action against an alleged perpetrator.

On Campus Non-Confidential Resources: Responsible Administrators

Any student having a complaint of Sexual Misconduct, i.e., sexual harassment, non-consensual sexual contact, domestic or dating relationship violence, stalking or other Sexual Misconduct is also urged to speak to any of the following individuals, who are considered “Responsible Administrators” for purposes of Title IX:

Vice President and Dean of Student Life Joe Tolliver, 229-5311, Sullivan Student Center 234, jtolliver@stlawu.edu

Associate Dean of Student Life Rance Davis, 229-5551,
Sullivan Student Center 237, rdavis@stlawu.edu; Convener of Special Hearing Board

Vice President and Dean of Academic Affairs Valerie Lehr, 229-5993, Vilas 103, vlehr@stlawu.edu

Associate Dean of Faculty Affairs Alison Del Rossi, 229-5993, Vilas 103, adelrossi@stlawu.edu

Vice President of Community and Employee Relations and Title IX Coordinator Lisa Cania, Vilas 114, 229-5656, lcania@stlawu.edu

Director of Human Resources for Employee Relations Colleen Manley, 229-5988, Vilas G2, cmanley@stlawu.edu

Director of Human Resources for Employee Benefits and Deputy Title IX Coordinator Debra Mousaw, 229-5597, Vilas G1, dmousaw@stlawu.edu

Head Volleyball Coach and Deputy Title IX Coordinator Shelly Roiger, Augsbury Center 217, 229-5875, sroiger@stlawu.edu

Director of Safety & Security and Deputy Title IX Coordinator Patrick Gagnon, 229-5555, Torrey Health & Counseling Center (ground floor), pgagnon@stlawu.edu

Assistant Director of Safety and Security Roxanne Cliff, 229-5555, Torrey Health & Counseling Center (ground floor), rcliff@stlawu.edu

Director of Residence Life Christopher Marquart, 229-5250, Sullivan Student Center 231, cmarquart@stlawu.edu

Director of Student Activities Megan Flaherty, 229-5757, Sullivan Student Center 225, mflaherty@stlawu.edu

Safety and Security Officers, 229-5555, Torrey Health & Counseling Center (ground floor)

If a “Responsible Administrator” receives a report of Sexual Misconduct, s/he is required to report it to the University’s Title IX Coordinator. This report will include the name of the victim, the name of the alleged perpetrator(s) if known, any witnesses and any other relevant factors, including the date, time and location of the incident. Before making a report to a Responsible Administrator, one should consider the Responsible Administrator’s reporting obligation. One should also consider that Title IX prohibits retaliation and that the University will not only take steps to prevent retaliation but will take strong responsive action if retaliation occurs. If one wishes to ensure confidentiality, one should not report to any of the Responsible Administrators listed in this section but can instead speak to the confidential resources identified above. One can also choose to go to local law enforcement.
If a complaint is made to anyone other than the above listed Responsible Administrators, the complainant risks the possibility that it will not come to the attention of the proper University officials and may, therefore, not be acted upon. For this purpose, Faculty are not to be considered Responsible Administrators unless they are serving as an advisor to a student group. On the other hand, unless a report is made to a Confidential Resource, you cannot be assured of confidentiality.

Any student having a complaint of sexual harassment, sexual assault, relationship violence or stalking is urged to speak to the Associate Dean of Student Life or to the Vice President for Community and Employee Relations, who serves as the University’s equity officer, for advice and information on the complaint procedure.

The Associate Dean of Student Life or the equity officer will investigate complaint allegations and make referrals to appropriate individuals or bodies for action. No student shall be subjected to any discipline or adverse treatment because the student in good faith made a complaint of sexual harassment, sexual assault, relationship violence or stalking. All appropriate confidences shall be maintained.

The Associate Dean of Student Life has the authority to investigate possible violations of the St. Lawrence University Code of Conduct, including those related to sexual misconduct, and other appropriate cases, and to review any charges that have been filed. Specifically in the event of formal filed charges involving sexual misconduct, he/she can determine whether there is sufficient merit in them to warrant proceeding before the Special Hearing Board or otherwise. Formal complaints of alleged sexual harassment, sexual assault, relationship violence and stalking involving matriculated student on student conduct may be heard by the Special Hearing Board; other instances of such conduct (i.e., not involving matriculated student on student interaction) may be heard, as appropriate, by the Discriminatory Harassment Hearing Board, which is described on the St. Lawrence University website under Policies http://www.stlawu.edu/human-resources/equity-policies or Human Resources, depending on the status of the parties involved. In the case of a stalking complaint, the Associate Dean of Student Life and a representative of the Special Hearing Board may jointly agree to refer the matter to one of the University’s other procedures for handling misconduct (e.g., the Student Judiciary Board). In other cases, he/she may elect to file charges himself/herself so that a matter may proceed.

The Associate Dean of Student Life also receives informal complaints of alleged sexual misconduct which generally are not forwarded to the Special Hearing Board. An informal complaint is a written report of alleged sexual misconduct for which the student complainant has elected not to seek formal action. If a student is interested in seeking an informal resolution, the appropriate office will work with the individual towards that end where otherwise appropriate. Informal resolution of complaints is purely voluntary and a complaining party may discontinue informal resolution attempts at any time. The University may determine that some conduct, such as sexual assault, is not amenable to informal resolution.

Retaliatory action of any kind (such as, but not exclusive to adverse action vis-à-vis standing in employment or student status, adverse decisions re: salary, job performance or student
performance, or adverse action taken re: opportunity for advancement for an employee or student) taken by any employee (e.g., department head, supervisor, and co-worker) or student against any other employee or student as a result of that person’s seeking redress through an appropriate means, including under the procedures of the DHHB, cooperating in any appropriate inquiry in the matter, or otherwise participating in any proceedings under the procedures of the DHHB is prohibited. Any such retaliatory action can be the basis for a separate complaint.

For more information about the DHHB or other venues for complaints contact Lisa M. Cania, vice president for community and employee relations, Vilas 14, lcania@stlawu.edu, 315 229-5567, fax 315 229-7430.

Further information on all of these procedures is also available from the Associate Dean of Student Life, ext. 5551.
[Revised RB Procedures]

St. Lawrence University

I. Nondiscrimination, Discriminatory Harassment & Sexual and Interpersonal Misconduct Policies

A. Nondiscrimination

All members of the St. Lawrence community are valued equally. We are committed to multicultural diversity in our faculty, staff, student body and curriculum. Awareness training for students, faculty and staff is designed to eliminate all forms of discrimination. St. Lawrence University subscribes fully to all applicable federal and state legislation and regulations (including the Civil Rights Act of 1964; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act; the Age Discrimination in Employment Act (ADEA); the Age Discrimination Act of 1975; New York State Human Rights Law; and Part 53, Section 607 of the New York State Educational Law) regarding discrimination, as well as the Drug Free Workplace Act of 1988. The University does not discriminate against students, faculty, staff, or other beneficiaries on the basis of race, color, predisposing genetic characteristics, gender, gender identity or expression, religion, age, disability, marital status, veteran’s status, sexual orientation, or national or ethnic origin, or any other category protected by law or regulation, in admission to, or access to, or treatment, or employment in its programs and activities. Gender identity and expression, while protected under St. Lawrence University policy, may not be protected under all federal, state, or local laws. In addition, pursuant to the Violence Against Women Act, University policy prohibits domestic violence, dating/relationship violence and stalking, where it impacts or has the potential to impact the educational or employment environment of any member of the University community. Retaliatory action of any kind taken by any employee, student, or beneficiary against any other employee, student, or beneficiary as a result of that person's seeking redress under this policy is prohibited. St. Lawrence University is an Affirmative Action/Equal Opportunity Employer.

For further information contact St. Lawrence University's Vice President for Community and Employee Relations, Lisa Cania, who also serves as the University’s Title IX, Section 504 and Age Discrimination Act coordinator. Her office is Vilas Hall 114, St. Lawrence University, Canton NY 13617, 315-229-5567, and her email address is lcania@stlawu.edu.
B. Discriminatory Harassment

It is the policy of St. Lawrence University that all our employees and students should be able to enjoy a work and educational environment free from all forms of discrimination and discriminatory harassment, including sexual harassment. St. Lawrence University provides for the development of a climate of tolerance and pluralism and prohibits expressive behavior which is demeaning, intimidating or hostile, communicated verbally, physically or with other communication device, including telephonic or electronic means. It is expressly against University policy for any employee or student to engage in discriminatory harassment.

The University defines harassment as verbal or physical conduct that denigrates or shows hostility toward an individual on the basis of race, color, religion, ethnic or national origin, gender, age, disability, predisposing genetic characteristics, sexual orientation, gender identity, gender expression, military or veteran’s status, marital status or any other characteristic protected by applicable law. Whether harassment has occurred in violation of this policy depends on a consideration of all the circumstances, including the severity of the incident(s), whether the conduct was repeated, whether it was threatening or merely annoying, and the context in which the incident or interaction occurred.

Harassment may be verbal, visual or physical. Merely by way of illustration, harassing acts may include racial, ethnic or religious slurs; name-calling that demeans on the basis of gender, age, disability, sexual orientation or gender identity; unwanted touching of a person’s legs or shoulder; physically harming or threatening another due to racial or religious animosity; vulgar pictures or ethnically offensive symbols or writings; or gestures that mimic or mock a person’s gender, sexual orientation, disability, race or age. Sexual harassment is one form of harassment. Sexual harassment may consist of sexually-charged comments or conduct, including sexually lewd conversation or pictures, repeated, unwelcome requests for dates or romantic interaction; unwelcome physical affection (such as hugs or kisses) or intentional touching of the legs, back, or shoulders.

The fact that a person was personally offended by a statement or incident does not alone constitute a violation of this policy. The determination is based on a “reasonable person” standard and takes into account the totality of the circumstances. The University considers the context of a communication or incident, the relationship of the individuals involved in the communication or incident, whether an incident was an isolated incident or part of a broader pattern or course of offensive conduct, the seriousness of the incident, the intent of the individual who engaged in the allegedly offensive conduct, and its effect or impact on the individual and the learning community.

In all instances, a key factor is whether the complained-of behavior occurred because of a protected characteristic. If it did not, the behavior is not regulated by this policy. Similarly, conduct that offends based on a protected characteristic but is not so severe or pervasive as to unreasonably impact an individual’s participation in the University’s educational program or employment may not violate this policy. In such cases, however, the University reserves the right to discipline otherwise inappropriate conduct.
Students and employees are strongly encouraged to report instances of discrimination, discriminatory harassment, domestic violence, dating/relationship violence or stalking to appropriate University officials, as described below. Any employee or student is subject to disciplinary action for violation of this policy, up to and including termination or expulsion. Discrimination and harassment may be found to be illegal under both state and federal law. In some cases, it may be susceptible to prosecution under criminal sexual law.

This policy applies to all University students, faculty, staff and non-University community members (where the alleged conduct arises out of University programs or activities). This policy applies to conduct on-campus and in connection with any University-sponsored program or activity, regardless of where it occurs. Additionally, off-campus conduct may violate this policy if the conduct creates a threatening or uncomfortable work or learning environment on the University’s campus or within a University program, or if the incident causes concern for the safety or security of the University’s campus. Non-community members (e.g., alumni, family of students, vendors, etc.) visiting campus or participating in a University program or activity are expected to abide by the behavioral expectations in this policy.

This policy is not intended to proscribe, and should not limit free discussion of, the merits of any issue relating to ethnic, racial, religious or other multicultural difference or open inquiry into any material or issue relevant to the academic content of a course.

C. Sexual and Interpersonal Misconduct Policy

As part of the above general prohibition of discrimination based on gender (including sexual harassment), and pursuant to its required compliance efforts under Title IX and the Violence Against Women Act, this policy specifically prohibits sexual and certain types of interpersonal misconduct (i.e., sexual harassment and non-consensual sexual conduct, relationship or dating violence, domestic violence and stalking) which impacts or has the potential to impact the educational or employment environment of any member of the University community (collectively referenced for purposes of this policy as “Sexual Misconduct”). The University will advise complainants of their Title IX rights and will take steps to prevent harassment and to correct its discriminatory effects, as appropriate. This policy applies to all University students, faculty and staff, and specifically applies regardless of one’s sexual orientation, gender, gender identity or gender expression.

While Sexual Misconduct can be a criminal offense under New York State law, a person’s conduct may violate the University’s prohibition against Sexual Misconduct even if it does not violate State law.

For purposes of this policy Sexual Misconduct includes:

1. Sexual Harassment is harassment, as defined above, based on one’s gender, gender identity, gender expression or sexual orientation.

2. Non-Consensual Sexual Conduct

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The University expects that any sexual activity or contact will be based on mutual consent to the specific sexual activity. Sexual relationships between students and employees are strongly discouraged.

a) Consent

Consent is free and informed permission. Consent can be given by word or action. Consent given verbally is evidenced by affirmative agreement to engage in specific sexual activity. Consent through action is active participation in the specific sexual activity. Silence in the absence of actions demonstrating permission cannot be presumed to be consent. Consent to one type of sexual activity is not consent to other types. Past consent to sexual activity does not mean consent to the same sexual activity in the future. Consent can be withdrawn at any time.

Certain conditions prevent a person from being able to consent. These conditions include being asleep, unconscious, physically or mentally helpless, disoriented or unable to understand what is happening for any reason, including due to alcohol or drugs, or being under the age of 17. A person will be considered unable to give consent if he or she cannot understand the details of a sexual interaction (who, what, when, where, how).

A person who is under the influence of alcohol or drugs is not relieved of his or her responsibility to have appreciated another’s incapacity to consent. A person who engages in sexual activity with another when that person knows, or should know, that the other person does not or is unable to consent has violated this policy.

Sexual activity as the result of coercion is non-consensual. Coercion is a threat or intimidation to engage in sexual activity.

b) Examples of Prohibited Conduct

1. Non-consensual Sexual Contact

Any non-consensual sexual activity or contact violates this policy. This policy further categorizes non-consensual sexual acts for educational and illustrative purposes, but the forms of non-consensual sexual activity prohibited by this policy are not limited to the following.

(i) Sexual Contact: Any intentional touching, however slight, for purposes of sexual gratification or with sexual intent, with an object or bodily part, by a person upon another person that is without consent.

(ii) Sexual Exploitation: When one takes non-consensual sexual advantage of another. Examples of sexual exploitation include but are not limited to observing or recording others engaged in sexual or private activity (such as undressing or showering) without the consent of all involved; or taking intimate pictures of another but then distributing the pictures to others without the photographed
person’s consent; or exposing one’s genitals in non-consensual circumstances.

(iii) **Forcible Sex Offense**: A forcible sex offense is defined as any sexual act directed against another person, forcibly and/or against that person’s will, or not forcibly or against the person’s will where the person is incapable of giving consent, such as because of his/her temporary or permanent mental or physical incapacity or his/her youth.

Forcible sex offenses include:

**Forcible Rape**: sexual intercourse with another person forcibly and/or against the other person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent.

**Forcible Sodomy**: oral or anal sexual intercourse with another person, forcibly and/or against the other person’s will; or not forcibly or against a person’s will where the person is incapable of giving consent.

**Forcible Fondling**: the touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against a person’s will; or, not forcibly or against the person’s will where the person is incapable of giving consent.

**Sexual Assault with an Object**: the insertion of any object, however slightly, in the vagina, urethra, penis or rectum of another person forcibly and/or against a person’s will; or not forcibly where the person is incapable of giving consent.

2. **Dating/Relationship Violence** is abusive behavior, including threats, verbal and/or emotional abuse, and physical assaults between adults in an intimate and/or sexual relationship. The “intimate” relationship may be characterized as a series of sexual encounters, dating, “hooking up”, or similar interactions. Examples of abusive actions range from physical acts like hitting, shoving, or restraining to threats designed to control the victim’s behavior. Some examples of threatened actions would be turning friends against the victim or committing suicide or hurting pets.

3. **Domestic Violence** refers to physical violence between spouses or former spouses, cohabitating romantic partners or individuals who were formerly cohabitating romantic partners, individuals who share a child in common, or others in a family relationship.

4. **Stalking** is a pattern of knowingly unwanted behavior directed towards a specific person that would cause a reasonable person to fear harm to physical, mental, or emotional health, safety, employment status, or property of such person, a member of such person’s
immediate family, or a third party with whom the person is acquainted. Such behaviors include, but are not limited to: telephone calls; voice/text messages; following to residence hall, class, work, or other daily activities; letters; emails; gift giving; instant messaging; using social networking communities to collect information about person; creating shadow accounts or monitoring key strokes; taking pictures of person; and befriending person’s friends.

II. Reporting Discrimination and Complaint Procedures

A. Complaints By or Against Student Members of the Community

A student member of the Community who believes that s/he has experienced or is experiencing discrimination, including harassment and/or other Sexual Misconduct, should speak to someone for help or advice.

There are both Confidential Resources and Non-Confidential Resources available to members of the campus community. A report to a Confidential Resource, as identified below, is not a report to the University and will not result in the University taking action. Only a report to an identified Confident Resource is assured of confidentiality under this policy. A report to an identified Non-Confidential Resource (a “Responsible Administrator”) is a report to the University.

1. Sexual Misconduct

If a student has been the victim of any type of Sexual Misconduct, a number of resources are available.

(a) On Campus Confidential Resources

If you have been sexually harassed, subjected to non-consensual sexual contact, involved in dating/relationship violence or stalked, or otherwise subjected to Sexual Misconduct, you should seek immediate help.

You may contact the University’s Counseling Center. Discussions with the Center’s Counselors are legally treated as confidential.

St. Lawrence University Counseling Center
229-5392

You may also contact an Advocate (an Advocate is a volunteer who serves as support for victims of Sexual Misconduct including sexual harassment, assault, dating/relationship violence or stalking). Discussions with Advocates are confidential under University policy (but may be subject to disclosure in legal proceedings or to the government).
Names and contact numbers for individual Advocates will be available within the first week of the semester online at the Advocates’ website (above), in the Advocates Booklets accessible via CAs, FYP professors and Student Life staff.

The Counseling Center and/or Advocates can provide assistance and information regarding medical assistance and treatment, academic and other campus support options, campus disciplinary proceedings and law enforcement options. (Victims of non-consensual sexual contact should take steps to preserve evidence of the contact, such as not showering or douching; try not to urinate (urinating may reduce the ability to detect date rape drugs); if there was oral contact, do not smoke, eat or brush teeth; do not change clothes (if you have, place them in a paper bag, as plastic may destroy evidence); go to a hospital with the capability to provide a SAFE exam and request the exam).

Information regarding the preservation of evidence can be provided by either the confidential or non-confidential resources identified here.

If unsure of where to go, contact the Counseling Center or an Advocate.

As noted, reports of Sexual Misconduct made to these resources will NOT be reported to other University officials in any personally identifiable manner (reports made to some of these individuals may result in a report to University officials that an incident occurred, but will not result in the reporting of any personally identifiable information), and as a result you should not expect action to be taken by the University against any alleged perpetrator if you only report to these resources.

(b) Off Campus Confidential Resources

Confidential reports of Sexual Misconduct can also be made to off campus resources, including

**Renewal House for Victims of Family Violence** (free and confidential)
3 Chapel Street  
M-F 8:00am-5:00pm  
315-379-9845

**Reachout of St. Lawrence County** (free, confidential crisis and information hotline)  
315-265-2422

Reports to these Confidential Resources will not result in personally identifiable information being provided to the University and therefore you should not expect as a result of this type of reporting that the University will take any action against an alleged perpetrator.
(c) On Campus Non-Confidential Resources

(1) Responsible Administrators

Any student having a complaint of Sexual Misconduct, i.e., sexual harassment, non-consensual sexual contact, domestic or dating relationship violence, stalking or other Sexual Misconduct is also urged to speak to any of the following individuals, who are considered “Responsible Administrators” for purposes of Title IX:

Vice President and Dean of Student Life Joe Tolliver, 229-5311, Sullivan Student Center, jtolliver@stlawu.edu

Associate Dean of Student Life Rance Davis, 229-5551, Sullivan Student Center, rdavis@stlawu.edu

Vice President and Dean of Academic Affairs Valerie Lehr, 229-5993, Vilas 103, vlehr@stlawu.edu

Associate Dean of Faculty Affairs Alison Del Rossi, 229-5993, Vilas 103, adelrossi@stlawu.edu

Vice President of Community and Employee Relations and Title IX Coordinator Lisa Cania, Vilas 114, 229-5656, lcania@stlawu.edu

Director of Human Resources for Employee Relations Colleen Manley, 229-5988, Vilas G2, cmanley@stlawu.edu

Director of Human Resources for Employee Benefits and Deputy Title IX Coordinator Debra Mousaw, 229-5597, Vilas G1, dmousaw@stlawu.edu

Head Volleyball Coach and Deputy Title IX Coordinator Shelly Roiger, 229-5875, Augsbury Center 217, sroiger@stlawu.edu

Director of Safety and Security and Deputy Title IX Coordinator Patrick Gagnon, 229-5555, Torrey Health Center, pgagnon@stlawu.edu

Assistant Director of Safety and Security Roxanne Cliff, 229-5555, Torrey Health Center, rcliff@stlawu.edu

All Security Officers, 229-5555, Torrey Health Center

Director of Residence Life Christopher Marquart, 229-5250, Sullivan Student Center 231, cmarquart@stlawu.edu
Director of Student Activities Megan Flaherty, 229-5757, Sullivan Student Center 225, mflaherty@stlawu.edu

Reports may be made by the victim, someone on behalf of the victim, or anonymously.

If a “Responsible Administrator” receives a report of Sexual Misconduct, observes Sexual Misconduct firsthand, or learns about it in any other way, s/he is required to report it to the University’s Title IX Coordinator. This report will include the name of the victim, the name of the alleged perpetrator(s) if known, any witnesses and any other relevant factors, including the date, time and location of the incident. Before making a report to a Responsible Administrator, you should consider the Responsible Administrator’s reporting obligation. You should also consider that Title IX prohibits retaliation and that the University will not only take steps to prevent retaliation but will take strong responsive action if retaliation occurs. If you wish to ensure confidentiality, you should not report to any of the Responsible Administrators listed in this section but can instead speak to the Confidential Resources identified above. You can also choose to go to local law enforcement.

While all employees are strongly encouraged to report incidents of Sexual Misconduct, and certain other employees may be required to report them, if a complaint is made to anyone other than the above listed Responsible Administrators, the complainant risks the possibility that it will not come to the attention of the proper University officials and may, therefore, not be acted upon. For this purpose, Faculty generally are not Responsible Administrators and you should not assume that information brought to the attention of a Faculty member will be reported to the University. On the other hand, unless a report is made to a Confidential Resource, you cannot be assured of confidentiality.

However, even if reporting to a Responsible Administrator listed in this section, you have the right to request that the University maintain this report as confidential and/or to request that it not conduct an investigation or that action not be taken against an alleged perpetrator. The University is not required to honor that request, and in appropriate circumstances, may decide to move forward with an investigation and other/disciplinary processes. In making such a determination the University must consider its obligation to provide a safe, non-discriminatory environment for all students and employees. The University has designated the Title IX Coordinator as the individual who will evaluate any requests for confidentiality. The Title IX Coordinator will consider a range of factors, including:

- The risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:
  - whether there have been other sexual violence complaints about the same alleged perpetrator;
  - whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
  - whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
  - whether the sexual violence was committed by multiple perpetrators;
• whether the sexual violence was perpetrated with a weapon;
• whether the victim is a minor;
• whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence);
• whether the victim’s report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group
• the overall safety of the campus community (including the complainant).

If the University determines that it cannot maintain a complainant’s confidentiality, it will inform the complainant prior to starting an investigation and will, to the extent possible, only share information as needed so that the University may respond.

If the University honors a request for confidentiality (or if a complaint is made anonymously), the reporting individual must understand that the University’s ability to meaningfully investigate the incident and pursue disciplinary action against any alleged perpetrator may be limited.

Upon receiving a report, the Responsible Administrator to whom the report was made will discuss with the complainant available avenues and options. Options may include disciplinary action against the accused and remedial actions to ameliorate or correct the effects of the sexual misconduct. Other options may include interim no contact orders, changes in academic, extracurricular, residential, transportation, dining or working arrangements, access to academic, medical, counseling and other support, as appropriate. Reporting to local law enforcement also is an option. The University will review the facts and circumstances of each case, as well the complainant’s wishes, in deciding whether and what steps are reasonable and appropriate.

Amnesty

Assisting students who are reporting Sexual Misconduct is the University’s primary interest. In order to facilitate reporting, the Dean of Student Life may choose not to charge students who report Sexual Misconduct and any material witnesses with University policy violations for behavior that otherwise would be considered violations (for example consuming alcohol underage).

Law Enforcement

A victim of a crime, including Sexual Misconduct, is encouraged to, but is not required to, report the incident to local law enforcement and pursue criminal charges. The criminal process and the University’s disciplinary processes are not mutually exclusive or dependent on each other, meaning that a person may pursue either a criminal complaint or University complaint or both. In criminal cases, including non-consensual sex offenses, the preservation of evidence is critical and must be done properly and promptly. The Canton Police Department can assist in filing a criminal complaint and in securing appropriate examination, including by a Sexual Assault Nurse Examiner. Additionally, orders of protection and other forms of legal protection may be available to individuals who have experienced or are threatened with violence by a University
community member or other person. In appropriate circumstances, an order of protection may be available that restricts the offender’s right to enter University property, and the University will abide by a lawfully issued order of protection.

Reporting to criminal authorities may result in some delay in any internal University investigation, so as not to interfere with evidence gathering by law enforcement, but University procedures will resume as soon as possible. In addition, the University will cooperate with any criminal proceedings as permitted by law.

Canton Police Department
386-4561 or 911

The Responsible Administrators listed above can provide assistance to you in reporting to law enforcement.

(d) Complaint Procedures

If a report of Sexual Misconduct is made to any of the above listed Responsible Administrators, subject to a determination on a request for confidentiality, a prompt and impartial investigation will be undertaken by the University.

Complaints should be reported as soon as possible. In most cases, a complaint will be considered timely if it has been filed within six months of the alleged misconduct or the cessation of the alleged misconduct, whichever is later. In some circumstances (including a complaint filed after a student has separated from the University but which involves conduct occurring while an active student), as determined by the Title IX Coordinator, a complaint may be investigated and/or referred to the RB beyond the six month period.

(i) Where Both the Complainant/Alleged Victim and Alleged Perpetrator Are Students

The Title IX Coordinator will assign one or more investigators to investigate allegations of Sexual Misconduct in which both the complainant (or alleged victim) and alleged perpetrator are students. (The Title IX Coordinator may designate an external investigator to conduct or assist with investigations as needed.) Investigations will begin promptly upon notice to the Title IX Coordinator of a complaint. Investigations will normally be completed within 21 days, although that period may be extended by the Title IX Coordinator, and the parties will be so advised.

In appropriate cases, the Associate Dean may secure interim relief for a complaining party during the pendency of the investigation and review. Such relief may include no-contact orders; changes in academic, extracurricular, residential, transportation, dining or working arrangements; access to academic, counseling and other support; as well as safe walks and escorts, and other relief as appropriate.

At any time prior to submission to the RB, the Associate Dean may explore informal resolution provided both the complaining party and the charged party agree. However, informal resolution
is not available in cases of sexual assault or violence (or in cases where a student is complaining of conduct by an employee who is in a position of authority over that student).

The investigation will usually involve interviews of witnesses and review of relevant documentation and other information. The complainant and the accused will be given an equal opportunity to separately present information in the context of the investigation and may request the interview of specific witnesses. The investigator(s) retain(s) discretion to determine how to conduct the investigation and what information is necessary and relevant. Either party may use an advisor. The advisor’s role is to consult with and support the party and the advisor may not do so in any way which disrupts or distracts from the investigation. The advisor is not permitted to speak or otherwise make any direct statements to the investigator(s) during meetings with the investigator(s). If the complainant or the party charged wishes to provide information, s/he must speak on his or her own behalf and not through their advisor. An advisor who does not abide by this role may be precluded from further participation in investigatory meetings. Unless the investigation involves non-consensual sexual contact, domestic or dating violence or stalking, the advisor must be a non-lawyer, active member of the University community.

Upon completion of the investigation, the investigator(s) shall submit a written report of the investigation to the RB. The report should contain a review of the information uncovered in the investigation, the investigator’s assessment of witnesses (as relevant), and a recommendation regarding whether a violation of this Policy has occurred, based on a preponderance of the evidence standard (i.e., that something is more likely than not).

The RB will review the investigation report as soon as practicable after receipt of the report from the investigator(s), completing that review normally within 14 days. The RB may speak directly with the investigator(s) as part of its review, with any party or witness, or may request that the investigator(s) provide and/or obtain additional information. If the RB decides to speak directly with either party, an advisor may be present (as described above). The RB will submit its written recommendation to the Dean of Student Life upon completion of its review. The RB will make its recommendation on responsibility and sanction (if warranted) based on a preponderance of the evidence standard.

The Dean will share the final RB report and recommendation to the parties and provide them with 72 hours to respond to that report and recommendation in writing to the Dean. Thereafter, usually within 7 days, the Dean will issue his/her final decision to the parties (with a copy to the RB members who adjudicated the case).

Overall, it is expected that investigation, a recommendation after review, and decision by the Dean will normally be made within 60 days.

The rights of a complainant and accused in the course of an investigation and RB review, as well as the procedures for appeal of the Dean’s decision can be found at https://www.stlawu.edu/associate-dean-student-life/special-hearing-board

(ii) Where Only the Alleged Perpetrator is a Student
Where a University Student is charged with Sexual Misconduct by a non-Student member of the University community, or a non-community member, the above process will be followed.

(iii) Where the Complaining Party is a Student and the Alleged Perpetrator is an Employee

Where the party charged with Sexual Misconduct by a student is an employee, the Title IX Coordinator will be advised and complaints will be investigated by the Director of Security and/or one or more Deputy Title IX Coordinators. (In cases involving discriminatory harassment, the Title IX Coordinator may refer those issues to the DHHB for processing. The procedures for investigations and hearings before the DHHB can be found at [http://www.stlawu.edu/human-resources/discriminatory-harassment-hearing-board-dhhb-procedures](http://www.stlawu.edu/human-resources/discriminatory-harassment-hearing-board-dhhb-procedures).) Any investigatory process will be impartial and allow each party to separately offer relevant evidence and witnesses on an equal basis and allow each party the use of an advisor (on the same basis as described above).

A written report of the investigation, the investigator(s) assessment of witnesses (as relevant) and recommendation as to whether a violation of the policy occurred based on a preponderance of the evidence standard will be provided to the Title IX Coordinator, the Vice President with oversight of the area in which the charged party works and a Vice President from another area, as designated by the Title IX Coordinator. The Vice Presidents may speak directly with the investigator(s) as part of their review, with any party or witness, or may request that the investigator(s) provide or obtain additional information. At any point in the process involving a complaint against a tenured faculty member which may involve termination, the Title IX Coordinator may refer the matter for handling under the Faculty Handbook procedures on termination.)

The Vice Presidents will provide a written determination, based on a preponderance of the evidence standard, with a brief rationale, generally within ten (10) days of receipt of the investigator’s report. (In the event the Vice Presidents are unable to agree, the Title IX Coordinator may appoint a third Vice President to participate in the process.)

Either party may submit a written appeal within 10 days of receipt of the Vice Presidents’ decision to the Title IX Coordinator, who will appoint a disinterested Vice President to hear the appeal. The only grounds for appeal are procedural error, newly discovered evidence not available at the time of the investigation and determination, or the inappropriateness of the penalty imposed or not imposed.
(iv) Where the Complainant Is a Student and the Alleged Perpetrator is Not an Active Member of the University Community or the Complaint is Made Anonymously

These complaints will be reported to the Title IX Coordinator and will be investigated and handled by the Director of Security and Safety, in consultation with the Associate Dean for Student Life. The use and role of an advisor will be as described above.

Any investigatory process conducted will be impartial and allow each party to offer separately relevant evidence and witnesses on an equal basis and allow each party the use of an advisor (as described above) with any final determination to be made by the Vice President for Student Life, pursuant to a “preponderance of the evidence” standard. A determination, with a brief rationale, will be provided generally within 10 days of receipt of the investigator’s report. There is no right of appeal.

2. Reports of Discrimination, Other Than Sexual Misconduct, Against Students

A student who believes s/he has been the victim of discrimination other than Sexual Misconduct may report it to any of the Responsible Administrators noted above or may speak to her/his academic advisor, chairperson of the Department, any staff member in student life, particularly residential learning, or counseling for guidance on how to proceed.

Complaints of such discrimination will be investigated in the same general manner as outlined above for Sexual Misconduct complaints made by a student except that where the alleged perpetrator is a student and the matter involves discriminatory harassment, referral may be made to the DHHB, and in all other cases, a final decision may be made by the Dean of Student Life. In these types of cases, any advisor must be an active member of the University community and their role is as described above.

B. Complaints of Discrimination By Employee Member of the Community

A member of the University community who is not a student (i.e., who is an employee) and who believes that s/he is experiencing or has experienced discrimination, including discriminatory harassment and/or Sexual Misconduct, may contact any of the Responsible Administrators listed above, although the employee is urged to report to the Director of Human Resources for Employee Relations, the Vice President with supervision of the area of the person charged, or the Vice President for Community and Employee Relations.

If the alleged perpetrator is a student, the above procedure and processes for students will apply. In all other cases, once a complaint has reported, it will be promptly investigated by the Director of Security and Safety and/or one or more Deputy Title IX Coordinators, as determined by the Title IX Coordinator. (In cases involving discriminatory harassment, the Title IX Coordinator may refer the matter to the DHHB for processing. The procedures for investigations and hearings before the DHHB can be found at [http://www.stlawu.edu/human-resources/discriminatory-harassment-hearing-board-dhhb-procedures](http://www.stlawu.edu/human-resources/discriminatory-harassment-hearing-board-dhhb-procedures).) The investigatory
process will be impartial and allow each party to separately offer relevant evidence and witnesses on an equal basis and allow each party the use of an advisor (on the same basis as set out in the Sexual Misconduct policy).

A written report of the investigation, the investigator(s) assessment of witnesses (as relevant) and recommendation as to whether a violation of the policy occurred based on a preponderance of the evidence standard will be provided to the Title IX Coordinator, the Vice President with oversight of the area in which the charged party works and a Vice President from another area, as designated by the Title IX Coordinator. The Vice Presidents may speak directly with the investigator(s) as part of their review, with any party or witness, or may request that the investigator(s) provide or obtain additional information.

At any point in the process involving a complaint against a tenured faculty member which may involve termination, the Title IX Coordinator may refer the matter for handling under the Faculty Handbook procedures on termination.

The Vice Presidents will provide a written determination, based on a preponderance of the evidence standard, with a brief rationale, to each party, generally within 10 days of receipt of the investigator’s report. (In the event the Vice Presidents are unable to agree, the Title IX Coordinator will appoint a third Vice President to participate in the process.)

Either party may submit a written appeal within 10 days of that decision to the Title IX Coordinator who will appoint a disinterested Vice President to hear the appeal. The only grounds for appeal are procedural error, newly discovered evidence not reasonably available at the time of the investigation and decision, or the inappropriateness of the penalty imposed or not imposed.

In cases of Sexual Misconduct, or other appropriate instances, interim relief may be provided, as explained above.

C. Complaints of Discrimination By Non-Member of the Community

When a non-member of the University Community believes s/he is experiencing or has experienced discrimination, including discriminatory harassment and/or Sexual Misconduct, s/he should report concerns to the Director of Security and Safety or the Vice President for Community and Employee Relations. Where the report involves Sexual Misconduct allegedly perpetrated by a student, the process in II A 1(b), above, will apply. In all other cases, the Director of Security and Safety and/or one or more Deputy Title IX Coordinators will conduct an investigation, usually within 10 days of receipt of the complaint. The findings of that investigation will be presented to a Vice President selected by the Title IX Coordinator for a final determination, or she or he may refer the matter to another appropriate person or body (including the Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking Review Board, the Discriminatory Harassment Hearing Board or police). The Vice President may speak directly with the investigator(s) as part of his/her review, with any party or witness, or may request that the investigator(s) provide or obtain additional information. Any final determination will be
based on a “preponderance of the evidence” standard. In such cases, the Vice President will provide a written determination, with a brief rationale, to each party, generally within 10 days of the investigator’s report. There is no right of appeal.

Vice President for Community and Employee Relations Lisa Cania, 
Vilas 114, 229-5656, icania@stlawu.edu

Director of Safety and Security Patrick Gagnon, 
Torrey Health Center, 229-5555, pgagnon@stlawu.edu

D. Complaints Involving Multiple Complainants/Respondents/Claims

In cases where there are multiple complainants and/or multiple respondents, the University reserves the right to handle the cases individually or jointly. Further, in cases where there are allegations of a violation of this Policy and collateral allegations of other policy violations (e.g., an allegation of a non-consensual sexual contact and minor property damage), the University reserves the right to have allegation(s) of violations of this Policy and the collateral allegation(s) investigated and adjudicated pursuant to this Policy. In cases where the individual has more than one status with the University (such as a student who is also employed with the University, or any employee who takes courses at the University), the University will determine in its discretion which status is primary; in such a situation, sanctions imposed may include both sanctions related to each status.

Sanctions/Discipline

A student found to have engaged in Discrimination, including Sexual Misconduct, is subject to a range of sanctions depending on the circumstances of each case. Those sanctions can be found at http://www.stlawu.edu/resource/student-handbook

Any University employee found to have engaged in Discrimination, including Sexual Misconduct, is subject to a range of discipline depending on the circumstances of each case. That discipline can include termination.

III. Retaliation

It is a violation of University policy to retaliate against any person making a report of Sexual Misconduct (or other discrimination) or against any person cooperating in the investigation of (including testifying as a witness to) any allegation of Sexual Misconduct (or other discrimination). The University will not only take steps to prevent retaliation but will take strong responsive action if retaliation occurs and anyone engaging in retaliation is subject to disciplinary action, up to and including expulsion/termination. Retaliation includes intimidation, threats, or harassment against any such reporting party or third party. Retaliation should be reported promptly to any Responsible Administrator and may result in disciplinary action independent of the sanction or interim measures imposed in response to the underlying allegations of sexual misconduct.

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IV. Recordkeeping

Records generated in connection with reports, investigations and resolutions are maintained in confidential files maintained by an appropriate office, which may be the Title IX Coordinator, the Dean of Student Life, Human Resources, and/or the Registrar (for records concerning disciplinary outcomes), and only those with a right and need to know are permitted access.

V. Training

Responsible Administrators, persons assigned as investigators and individuals determining violations of this policy will receive annual training on relevant topics, including discrimination, harassment, sexual misconduct, stalking, domestic violence and dating violence and how to conduct investigations and disciplinary proceedings that protect the safety and respectful treatment of all parties and promote accountability to the University community.

VI. Academic Freedom

St. Lawrence University is an academic institution at which academic freedom is necessary and valued. The University will not construe this policy to prevent or penalize a statement, opinion, theory, or idea offered within the bounds of legitimate, relevant, and responsible teaching, learning, working, or discussion.

VII. Clery Act Compliance

The University is required to include for statistical reporting purposes the occurrence of certain incidents in its Annual Security Report (ASR). Names of individuals involved in incidents are not reported or disclosed in ASRs. In the case of an emergency or ongoing dangerous situation, the University will issue a timely warning to the campus. In such circumstances, the name of the alleged perpetrator may be disclosed to the community, but the name of the victim/complainant will not be disclosed.

VIII. Coordination with Other Policies

A particular situation may potentially invoke one or more University policies or processes. The University reserves the right to determine the most applicable policy or process and to utilize that policy or process.

This Policy does not apply to decisions relating to requests for reasonable accommodation due to a disability. Academic disability accommodations are handled by the Disability Services office and pursuant to that office’s policies. Work-related disability accommodations are handled by the Human Resources Office and pursuant to that office’s policies.
IX. Designation of Authority and University Counsel

Any University administrator or official whom this policy empowers to act may delegate his/her authority to any other appropriate University official. Delegation of authority may be necessary to avoid conflicts of interest or where time constraints or other obligations prevent a University official named in this policy from fulfilling his/her designated role.

Any University administrator or official functioning under this policy may seek the advice of the University’s legal counsel.

X. Policy Compliance

Any person with a concern about the University’s handling of a particular matter should contact Vice President for Community and Employee Relations Lisa Cania, 229-5656, Vilas 114, lcania@stlawu.edu.

The U.S. Department of Education, Office for Civil Rights is a federal agency responsible for ensuring compliance with Title IX. OCR may be contacted at 400 Maryland Avenue, SW, Washington, DC 20202-1100, (800) 421-3481.
Procedures for Review By the Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking Review Board

Responsibilities of the Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking Review Board

Section 1: The Review Board (“RB”) conducts reviews of investigatory findings and makes recommendations in formal complaints of alleged Sexual Misconduct (which includes sexual harassment, nonconsensual sexual contact, domestic violence, dating violence and stalking), as defined in the University’s Discrimination, Discriminatory Harassment, and Sexual and Interpersonal Misconduct policy (hereafter “Discrimination and Sexual Misconduct Policy”), and involving matriculated students.

The RB will make appropriate findings and recommendations based upon a preponderance of evidence presented in complaints of alleged Sexual Misconduct.

Section 2: The RB conducts a review of investigatory findings in a matter as soon as possible after receipt of an investigatory report, normally completing that review within 14 days. In its review of the investigatory report, the RB may speak directly with the investigator(s), any party or witness, or may request the investigator(s) provide or seek additional information. In the event the RB meets with a party, the “advisor” provisions of the Discrimination and Sexual Misconduct Policy will apply to the meeting. Upon completing its review, the RB will submit a written recommendation on responsibility and sanctions (if appropriate) to the Dean of Student Life.

Qualifications and Appointment—Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking Review Board

Section 1: The RB consists of twelve non-student members of the St. Lawrence University community plus the Associate Dean of Student Life (or a designee appointed by the Associate Dean of Student Life). Three members of the Board will serve as the RB for each individual complaint. The Vice President and Dean of Student Life, the Associate Dean of Student Life and the Thelomathesian President collaborate in identifying faculty and staff members interested in working with the RB. The recommendations for faculty membership are forwarded to the Vice President and Dean of Academic Affairs and on to Faculty Council for approval. The role of the Associate Dean of Student Life is to assure that all administrative and procedural requirements are met, to collect information, and to perform other administrative duties and otherwise assist the Board as needed. The Associate Dean of Student Life attends meetings of the RB but is not a voting member of the Board.

Procedures—Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking Review Board

Section 1: When infractions of the Discrimination and Sexual Misconduct Policy may also
constitute a crime, the University may decide to either proceed with the case or temporarily stay University proceedings, but only as necessary to avoid interference with the gathering of evidence by law enforcement. University proceedings will resume as soon as practicable. A decision to stay proceedings can be reconsidered at any time and the University need not stay proceedings at all based on external charges or investigations.

Section 2: As part of the investigatory and review process, the Complainant has:
   a. the right to provide a personal statement of events;
   b. the right to make his/her statement without directly confronting the party charged;
   c. the right not to have his or her past sexual history considered during the investigatory and review process, unless determined to be directly relevant to the matter at hand;
   d. the right to ask that witnesses relevant to the case be interviewed as part of the investigation; however, the investigator(s) may establish a reasonable limit on the number of witnesses and to also place reasonable restrictions on the consideration of any proffered information;
   e. the right to appeal the Dean’s decision;
   f. the right to ask one member of the Board to recuse himself/herself, to be replaced by another member;
   g. the right to decline to answer a question during the investigatory and/or review process. However, the investigation and review proceeds based on the information provided.

Section 3: As part of the investigatory and review process, the accused has:
   a. the right to be informed of the charges in writing, the time and place of the offense and his or her accuser;
   b. the right to provide a personal statement of events;
   c. the right to make his/her statement without directly confronting the complaining party;
   d. the right not to have his or her past sexual history considered during the investigation and review process, unless determined to be directly relevant to the matter at hand;
   e. the right to ask that witnesses relevant to the case be interviewed as part of the investigation. However, the investigator(s) may establish a reasonable limit on the number of witnesses and to also place reasonable restrictions on the consideration of any proffered information;
   f. the right to appeal the Dean’s decision;
   g. the right to ask one member of the Board to recuse himself/herself, to be replaced by another member;
   h. the right to decline to answer a question during the investigatory and/or review process. However, the investigation and review proceeds based on the information provided.

Section 4: The RB will issue a written report and recommendation to the Vice President and Dean of Student Life within a reasonable time, normally within 14 days of receipt of the investigatory report. The RB report will detail the complaint, identify the parties involved, and present the RB’s recommendations with rationale. The Vice President and Dean is also free to discuss the recommendation with RB and/or the investigator(s), as well as seek additional information from them. Within a reasonable time, normally within 7 days after sharing the RB report with the parties, the Vice President and Dean will either confirm the recommendation(s)
or return the complaint with commentary to the RB for reconsideration or further proceedings. The RB will thereafter forward (normally within 7 days) its final report after reconsideration to the Vice President and Dean of Student Life, who may then accept, reject or modify any finding or recommendation, utilizing a preponderance of the information standard.

Section 5: The Vice President and Dean of Student Life will share the final report with the parties, who will be given 72 hours to respond in writing to the Vice President and Dean before he/she makes a final decision (the Vice President and Dean of Student Life may redact names from the report if required to maintain confidentiality). The Vice President and Dean of Student Life will convey the final decision and rationale in writing to the complainant and the party charged (and the RB) within a reasonable time, normally within 7 days after receiving the final report from the RB.

Overall, it is expected that a recommendation by the RB after review, and a decision by the Dean will normally be made within 60 days.

Section 6: Either party may appeal the decision Dean’s decision. An appeal must be made in writing to the Vice President and Dean for Academic Affairs, Valerie Lehr, vlehr@stlawu.edu, Vilas Hall, St. Lawrence University, Canton, NY, 13617, within 7 days and must contain all information the party wishes to have considered.

Section 7: Grounds for an appeal are limited to: improper procedures, new evidence not reasonably available at the time of the hearing, or the inappropriateness of penalties imposed or not imposed.

Section 8: The Vice President and Dean for Academic Affairs will issue a decision responding to the written appeal within a reasonable time, normally 10 days after receipt of the appeal (or a response by the other party, if solicited). The Vice President and Dean for Academic Affairs does not rehear complaints but ensures that students’ rights are protected, appropriate procedures are followed, and penalties are reasonable.

Section 9: Students who violate sanctions imposed by the Vice President and Dean of Student Life and/or Vice President and Dean for Academic Affairs (after appeal) shall be subject to further disciplinary action up to and including expulsion from the University which discipline can be imposed directly by the Vice President and Dean of Student Life, provided the student is first given the opportunity to meet with the Vice President and Dean.

Section 10: In those cases where, in the opinion of the Vice President and Dean or his/her designee, the continued presence of an individual on campus constitutes a threat of danger or injury to others or a threat of disruption of the educational or living environment, the Vice President and Dean of Student Life or his/her designee may immediately suspend the individual from the University or take other appropriate action as provided in Clause I, Section 3.
Section 11: No investigatory meeting or meeting of the RB shall be recorded in any way other than the individual notes taken by those present and the reports detailed above. All records of the RB (including investigatory records) are maintained in confidential files maintained by the Dean of Student Life and only those with a right and need to know are permitted access.

Section 12: Failure to cooperate with requests of the investigator(s) and RB by either party or persons acting on a party’s behalf may be dealt with by appropriate disciplinary action and may be considered by the Board in its hearing of the complaint.

Section 13: Issues and questions that are not specifically addressed in the above may be resolved by the Title IX Coordinator.

Retaliation

It is a violation of University policy to retaliate against any person making a report of Sexual Misconduct or against any person cooperating in the investigation of (including testifying as a witness to) any allegation of Sexual Misconduct. The University will not only take steps to prevent retaliation but will take strong responsive action if retaliation occurs and anyone engaging in retaliation is subject to disciplinary action, up to and including expulsion/termination. Retaliation includes intimidation, threats, or harassment against any such reporting party or third party. Retaliation should be reported promptly to any Responsible Administrator and may result in disciplinary action independent of the sanction or interim measures imposed in response to the underlying allegations of Sexual Misconduct.

University Counsel

The Investigators and/or RB may seek the advice of the University’s Counsel at any time.

Responsibilities of the President of the University

Section 1: The President of the University is informed by the Vice President and Dean of Student Life of all cases resulting in suspension or expulsion. The President is also informed of all decisions to restrict membership or remove recognition from a group or organization.

Sanctions

The following sanctions may be imposed by any appropriate body when the evidence establishes a violation of any University policies whether it is the one specifically charged or not, provided the accused had adequate notice of and opportunity to respond to the underlying allegations. The following list of sanctions is not exhaustive. Sanctions may apply to groups as well as students. The Student Judiciary Board, RB, DHHB, administrative hearing officer, or other appropriate person or body may impose a single sanction or a combination of sanctions. When determining sanctions, the Student Judiciary Board, RB, DHHB, hearing officer, or other appropriate person or body may consider a student’s or group’s past disciplinary record.

Should a student take a leave of absence or withdraw from the University with disciplinary sanctions pending, he/she is expected to complete the sanctions upon his/her return.
Failure to comply with imposed sanctions will result in additional discipline.
• Dismissal of charges—All charges are dropped.
• Disciplinary Warning—Formal notice that a student’s or group’s behavior is inappropriate and that the student or group is on notice for a specified length of time. This sanction may include disciplinary service and/or a fine. Further violations of the Student Code of Responsibility while on disciplinary warning will result in more serious sanctions.
• Fine—A fine may range from $25 to $500 depending on the violation.
• Social Probation—Probation for a specified period of time during which a student cannot receive a leave of absence, cannot apply or participate in any off-campus program, and may not apply for off-campus housing. Social probation may include disciplinary service hours and/or fine. This probation also may include specific restrictions on social privileges. Sanctions will apply to groups including theme living organizations, athletic teams, and Greek organizations as well as individual students in regard to violations of the student code of responsibility. Further violations of the Student Code of Responsibility while on social probation will result in more serious sanctions. It should be noted that the University may inform parents or guardians of a student’s social probation status.
• Disciplinary Probation—Probation for a specified length of time during which a student cannot receive a leave of absence, cannot apply or participate in any off-campus program, and may not apply for off-campus housing. Disciplinary probation may include disciplinary service hours and/or a fine. This sanction further precludes the individual and/or group from representing the University in any official capacity such as intercollegiate athletics, student government office, rushing or pledging a Greek organization, residence in theme cottage, student abroad/exchange programs, and may also include specific restrictions on social privileges. Further violation of the Student Code of Responsibility while on disciplinary probation will result in more serious sanctions, including but not limited to loss of housing assignment priority, suspension or expulsion. It should be noted that the University may inform parents or guardians of a student’s disciplinary probation status.
• Residential Hall Restriction—Loss of priority in the housing assignment process.
• Restitution—Compensation for damages done or payment for expenses incurred as a result of the student’s behavior.
• Restricted Contact—Directive that the sanctioned student must avoid contact with other student(s) and may not in any way communicate or interact with specified student(s).
• Restricted Activities—Directive restraining the sanctioned student from certain acts, activities or places.
• Disciplinary Service/Learning/Educational Projects—Assignment of tasks or projects to be completed in a specified period of time. Tasks may include service hours with a specific agency or group, letters of apology and explanation, and participation in educational projects and/or programs.
• Membership Restrictions—Prohibits a group from accepting new members for a specific period of time.
• Removal of Recognition—Loss of recognition by a campus group or organization. During the loss of recognition, which may be for a specific period of time or permanently, the group cannot exist on the St. Lawrence campus.
• Suspension—Separation from the University for a specified period of time during which a student has no access to the St. Lawrence University campus. Readmission may be gained upon the approval of the Vice President and Dean of Student Life in consultation with the Chief
Justice of the Student Judiciary Board. Disciplinary suspension is noted on a student’s permanent record.

• Expulsion—Permanent dismissal from the University. Expulsion is noted on a student’s permanent record.
Missing Student Policy

To report a missing student, call Safety & Security at 315-229-5555 immediately.

In compliance with the Higher Education Opportunity Act, it is the policy of St. Lawrence University to actively investigate any report of a missing resident who is enrolled at St. Lawrence University and residing in university-owned housing. Each resident will be notified of the Missing Student Notification Policy and Procedures through the Student Handbook.

For purposes of this policy, a student may be considered to be a “missing person” if the person’s absence is contrary to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, where there are concerns for drug or alcohol use, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare.

Each resident is required to identify the name and contact number of the individual(s) who are a primary contact to be notified in case of an emergency or in the event that the resident is reported missing. In the event the student is under the age of 18 and is not emancipated, the University is required to have the primary emergency contact be a custodial parent or guardian.

If a member of the University community has reason to believe that a student is missing, the Office of Safety and Security should immediately be notified. Safety and Security and/or Residence Life will make reasonable efforts to locate the student to determine his or her state of health and well-being. The student’s cell phone or campus phone will be the first contact. Additional efforts may include checking the resident’s room, access control card history and campus wide account usage, class schedule, on campus vehicle, friends, coaches, and parents.

If all the above attempts to locate or establish contact with the missing student are unsuccessful, the University will contact the Village of Canton Police Department immediately and report the student as a missing person. The Vice President for Community and Employee Relations is contacted and notified of the missing student report.

Student residents planning to be absent from the campus for an extended period of time should be sure to notify friends and family with information about their whereabouts. Student residents are also cautioned to regularly check their on-campus mailbox as uncollected mail, in conjunction with other information, may cause concern that a student is missing.

Weapons Policy

The New York State Legislature adopted the following legislation regarding firearms on campus:

Section 265.01(3): “Any person who knowingly has in his possession a rifle, shotgun or firearm in or upon a building or the grounds, used for educational purposes, of any school, college or university without the written authorization of such educational institution, is guilty
of a Class A Misdemeanor, and is guilty of a Class D Felony if he has previously been convicted of any crime.”

Section 265.06: “It shall be unlawful for any person age sixteen or older to knowingly possess any air-gun, spring-gun or other instrument or weapon in which the propelling force is a spring, air, piston or CO2 cartridge in or upon a building or grounds, used for educational purposes, of any school, college or university, without the written authorization of such educational institution.

In accordance with this law, rifles, shotguns, BB guns, pellet guns, hunting bows, knives, swords, martial arts weapons, sling shots, and other weapons, as well as ammunition associated with these weapons, are prohibited on campus. Unusual or special exceptions are made only with the permission of the director of Safety and Security. Violations result in referral to the Student Judiciary Board, confiscation and possible loss of item in violation, and may be suspect to arrest in accordance with Section 265.01(3) or Section 265.06 as described above.

Drug Policy

A. Use
St. Lawrence University prohibits the use and possession of controlled substances/illegal drugs and/or marijuana. St. Lawrence University campus is not a sanctuary, and University authorities will cooperate fully with law enforcement agencies. The possession, use, sale, or transfer of controlled substances/illegal drugs and/or marijuana, as defined under New York State Penal Law, is incompatible with the University expectations of student responsibility and is therefore prohibited. Any student found to be in violation of the above is subject to the decision of the St. Lawrence University Student Judiciary Board and/or the vice president and dean of student life.

Present New York State statutes referent to illegal drugs states in part:

1. Use and possession of controlled substances/illegal drugs is a misdemeanor and/or a felony and is therefore prohibited.
2. Possession of small quantities of marijuana is a violation and punishable by a fine.
3. Sale and/or gift of marijuana is a misdemeanor and punishable by not more than 3 months in jail or a fine.
4. Possession of larger amounts of marijuana is punishable by possible jail sentences.

B. Sales
Students who sell or otherwise make illegal drugs available adversely affect the lives of those around them. When the vice president and dean of student life has reason to believe a student is selling or otherwise making available to others illegal drugs, she/he may immediately suspend that student. The case may then be reviewed by the Student Judiciary Board within 30 days of the date of suspension or be referred to civil authority.

Drug-Free Workplace Policy
The following policy was established in 1990, and re-issued in 2001, in accordance with the
Federal Drug-Free Workplace Act (Pub. L. No. 100-690, 5151-5160). This policy applies to all St. Lawrence University employees.

BACKGROUND
As St. Lawrence University is a federal grant recipient and/or a federal contractor within the meaning of the Drug-Free Workplace Act (The Act), the University is required to take steps toward maintaining, and to certify to contracting and granting federal agencies that it maintains, a drug-free workplace. In compliance with "The Act," the University adopts the following plan.

I. Policy: The University is committed to the development and maintenance of a drug-free environment. In accordance with the Drug-Free Workplace Act, the University will not tolerate the unlawful possession and use of controlled substances * (drugs) on its premises. The University prohibits all employees including employees engaged in the performance of work under the provisions of a federal grant or federal contract, from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances in the workplace.

II. Guidelines:
   A. Compliance as a Condition of Employment: Compliance with the provisions of this policy shall be a condition of employment at St. Lawrence University.
   B. Penalties for Non-Compliance: Any employee engaged in such prohibited conduct, or convicted of a workplace drug violation, shall be subject to discipline up to and including discharge in accordance with existing laws, including where applicable under collective bargaining agreements. The University will weigh all relevant facts and circumstances in reaching a decision to discipline. The University shall retain, without regard to and independent of its decision to impose discipline, the right to require such employee to participate in and successfully complete a drug abuse assistance or rehabilitation program. Refusal to participate in, or failure to successfully complete the program, may itself be grounds for discipline.
   C. Employee Obligation for Notification of Conviction: In compliance with, and as a condition of continued employment under federal contract or federal grant, any faculty, administrative, secretarial/clerical, support or service employee convicted of any criminal drug statute violation is required to notify the University within five (5) calendar days following such violation. (The term "conviction" means a finding of guilt, including a plea of nolo contendere, or imposition of sentence or both, by any judicial body charged with responsibility to determine violations of state or federal criminal drug statutes).
   D. Establishment and Maintenance of a Drug-Free Workplace: Good faith efforts on the part of the University to establish and maintain a drug-free workplace will include making drug awareness educational programs available and dissemination of drug awareness information for all members of the University community, as well as implementation and enforcement of this policy. In addition, the University will apprise and review with covered employees relevant services available through the University's Employee Assistance Program (http://www.stlawu.edu/human-resources/resource/employee-assistance-program).
III. Procedures:
   A. All employees, including faculty, administrative, secretarial/clerical, support, and service employees, will be notified of this policy with emphasis on the obligation for compliance as a condition of employment.
   B. Application of the University's corrective discipline policy for violations of this policy and any other related questions should be directed to the Associate Vice President for Human Resources.
   C. All employees, including faculty, administrative, secretarial/clerical, support, or service employees, convicted of any criminal drug statute violation shall provide his or her supervisor, in writing, notice of such conviction within five (5) days of conviction.
   D. The supervisor having knowledge or receiving notification of a conviction shall immediately provide, in writing, notice to the Associate Vice President for Human Resources, so that proper notice can be sent to appropriate federal contracting agencies.
   E. The University's Office of Human Resources through the Employee Assistance Program Office will provide assistance for employees regarding drug education and drug information.

Alcohol Policy
The St. Lawrence University Aims and Objectives statement is the basis for understanding the goals and philosophy of the University policy for alcohol and other drugs. These objectives include “commitment to the students’ intellectual development, viewing students as whole persons, providing an environment that encourages the students’ physical and emotional well-being, and providing opportunities for ethical, social and spiritual, and aesthetic growth.”
The St. Lawrence University alcohol policy is designed to maintain a residential environment that facilitates the achievement of educational goals. The policy considers the requirements of the law, the legal obligations of individuals and the University, the quality of residential life, and the aims and objectives of St. Lawrence University. The University provides an environment that supports student development and autonomy. However, autonomy and freedom of choice exist with the expectation that students will obey New York State law1 and Canton village ordinances2, and will respect the intellectual, physical and emotional health of self and others.

Accordingly, students of legal drinking age may consume alcoholic beverages, in a responsible manner and in concurrence with the policies in the St. Lawrence University Student Handbook.

These goals in conjunction with New York State law and Canton village ordinances provide the foundation from which the following polices are derived.

1. New York State Penal Law Guidelines
   • Legal Minimum Age: No person shall sell, deliver or give away or cause or permit or procure to be sold, delivered or given away any alcoholic beverages to any person, actually or apparently, under the legal age of purchase (21 years old). This is a Class B Misdemeanor. Anyone under 21 is prohibited from possessing alcohol if they intend to consume it.
   • Selling or Giving Alcohol to an Intoxicated Person: No person shall sell, deliver, give away, permit, or procure to be sold, delivered or given away, any alcoholic beverages to any intoxicated person or any person under the influence of alcohol. Violators may be faced with a fine or a jail sentence, or both.
Dram Shop Liability: Any person who shall be injured in person, property, means of support, or otherwise by an intoxicated person, or by reason of the intoxication of any person, whether resulting in his death or not, shall have a right of action against any person who shall, by unlawfully selling to or unlawfully assisting in procuring liquor for such intoxicated person, have caused or contributed to such intoxication; and in any such action such person shall have a right to recover actual and exemplary damages.

- Social Host Liability: Creates civil liability for anyone who knowingly furnishes alcoholic beverages to any intoxicated person under the legal age of purchase if the intoxication results in injury or damages to a third party.
- Using or Possession of False Identification (ID): Any person under the legal age of purchase who is found to have presented or offered false or fraudulent written identification of age for the purpose of purchasing or attempting to purchase alcoholic beverages may be assigned probation for a period of one year and assessed a substantial fine.
- New York State Alcoholic Beverage Control Board: In accordance with New York State law, it is illegal to sell alcoholic beverages or to accept donations at any event where alcoholic beverages are served without obtaining the appropriate license through the New York State Alcoholic Beverage Control Board.

2. Canton Village Ordinances
No person shall have in his possession any open bottle or container containing or which previously contained liquor, beer, wine, or other alcoholic beverage while such person is on any public highway, public street, public sidewalk, or public place except those premises duly licensed for sale and consumption of alcoholic beverages on the premises, within the village of Canton, St. Lawrence County, New York, with the intent of the possessor or another person to consume any such beverage in such vehicle or public place or to perform any independently unlawful act. Such an open bottle or open container in any vehicle shall be presumptive evidence that the same is in possession of all occupants thereof and in violation thereof. Possession by any person of an open bottle or container which contains or previously contained liquor, beer, wine, or other alcoholic beverage shall be presumptive evidence of the consumption of such beverage by such person and of the intent of such person to consume such beverage.

The public consumption or attempted public consumption of such beverage from such open container shall be presumptive evidence that the same was possessed with the intent to consume such beverage.

Division for Student Life Notification
Repeated intoxication, antisocial behavior or an inability to pursue one’s own education may result from problem drinking and may indicate chemical dependency. Students are encouraged and may be required to resolve their drug or alcohol problems with a professional counselor on or off campus. The vice president and dean of student life or his/her designee may notify the parents or guardian of a student’s alcohol or drug problem. In some instances, a student may be required to withdraw from school and will not be permitted to return until successful resolution of the substance problem is documented to the satisfaction of the University.
A student who is transported to the hospital for endangerment due to alcohol intake will be required to attend an alcohol intervention meeting with a member of the Student Life staff. A summary of the incident may be sent to the student’s parents or guardian.

St. Lawrence University Student Alcohol Policy

A. General Regulations

1. Intoxication: Intoxication and/or alcohol misuse (including drinking contests, such as but not limited to Flip Cup, Beer Pong, Kings, Funnels, Stump, Card games which promote high risk drinking, and all related materials associated with drinking games or contests such as tables, cups, etc. being used as a component of a drinking game/contests) are prohibited and do not constitute an excuse for irresponsible behavior or misconduct. Disorderly conduct, property destruction, intimidation or other infringements on the rights of others as a result of alcohol are prohibited.

2. Kegs, Bars, and Mini Kegs: Kegs, bars, and mini kegs are not permitted on or in University property or in the possession of recognized University organizations except when used by licensed caterers operating with proper University authorization.

3. Funding: No St. Lawrence University organization may use organizational funds to purchase alcoholic beverages.

4. Medical Attention (Good Samaritan): The health and safety of students is a top priority. No punitive or disciplinary action will be taken against students as a result of them seeking treatment or other medical attention for themselves or for another student who takes ill as a result of alcohol consumption.

B. Alcohol in Residential Areas

1. First-Year Colleges: The possession or consumption of alcoholic beverages is prohibited at all times in the public areas of first-year colleges (common areas, TV lounges, study areas, hallways).

2. Student Rooms: Individuals under 21 years of age are not permitted to possess or consume alcoholic beverages in rooms.

3. Excessive empty alcohol bottles and cans will be reviewed on a case by case situation following a first warning.

4. Upperclass Residence Halls, Theme Cottages, Greek Houses: Individuals who are 21 years or older are permitted to consume alcoholic beverages in a responsible manner in the lounges of these residential buildings in accordance with the St. Lawrence Alcohol Policy. All parties in public spaces must be registered. (See Section D below—Procedures and Regulations for Organizational Events, Specific Guidelines.) When unauthorized alcohol and its paraphernalia are found, they will be confiscated and disposed of, and disciplinary consequences will follow.

C. Academic, Administrative Buildings, Athletic Facilities (on & off campus), Dining Facilities, Libraries, Student Center, and Campus Grounds

1. The possession or consumption of alcoholic beverages is prohibited at all times in and around any academic, administrative building, athletic facility (on & off campus), dining facilities, libraries, or student center (unless part of a University sanctioned event approved by the President of the University).

2. Open containers are allowed outside on the campus grounds in areas designated for a registered or catered event or approved by the University. For the purposes of this policy, the Quad, Creasy Commons, the BBQ pit, and the immediate outside perimeter of upperclass
residence halls (Theme and Greek Houses, Townhouses, Sykes, Dean-Eaton, New Residence Hall, Hulett and Jencks) are approved areas for of-age students.

E. Enforcement

1. **Administration:** Primary responsibility for administration of the University Alcohol Policy rests with the Student Activities and Leadership staff, Residence Life staff, community assistants, Greek house officers, theme house coordinators, security, and the vice president and dean of student life although all students and members of the St. Lawrence University community have a responsibility to support New York State laws, Canton Village ordinances and University policy.

2. **Violations:** A violation of the University’s alcohol policy may be handled in several ways. A first time, minor violation typically will be referred to the Residence Life office. A second or third violation will typically be referred to the Student Judiciary Board (if a matter is referred to the Student Judiciary Board, the Board will be given access to information regarding prior violations by the student). A fourth violation typically will result in removal from campus, suspension and/or expulsion imposed by the vice president and dean of student life. However, in any given case, the vice president and dean of student life may decide that, based on the circumstances, a different course of action (e.g., referral to the Student Judiciary Board or suspension for a first offense, etc.) is warranted, and that course of action will be taken.

In cases of violations by student organizations or groups, both the student organization and the individual student leaders of the organization will be subject to disciplinary sanctions.

3. **Penalties:** Possible penalties for violations of the St. Lawrence Alcohol Policy include, but are not limited to: formal warnings, fines, social or disciplinary probation, required disciplinary service, and suspension or expulsion from St. Lawrence University, or any other penalty provided for under clause XIV of the Student Judiciary Board Constitution.

**Crime Reporting – Campus Security Authorities**

The University Safety and Security Department is required to report “statistics concerning the occurrence on campus of the following criminal offenses reported to local police agencies, or to any official of the institution who has significant responsibility for students, campus activities, the dean of students, residence life and student housing, student center, and student co-curricular activities, director of athletics, team coaches, faculty member, or a faculty advisor to a student group: larceny, robbery, arson, criminal homicide, manslaughter by negligence, criminal homicide, murder and non-negligent manslaughter, sex offenses, aggravated assault or simple assault, burglary, larceny, intimidation and motor vehicle theft.”

According to a federal law known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, our school is required to disclose “statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution who is defined as a ‘Campus Security Authority.’”
The law defines “Campus Security Authority” as: “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.” An example would be a dean of students who oversees student housing, a student center, or student extra-curricular activities and has significant responsibility for student and campus activities.

St. Lawrence University – Designated Campus Security Authorities/Responsible Employees

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Role</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evelyn Jennings</td>
<td>Associate Dean of Academic Advising Programs</td>
<td>Academic Affairs</td>
</tr>
<tr>
<td>Valerie Lehr</td>
<td>Vice President of the University and Dean of Academic Affairs</td>
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<tr>
<td>Alison Del Rossi</td>
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<td>Jenny Hansen</td>
<td>Associate Dean of First Year Program</td>
<td>Academic Affairs</td>
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<tr>
<td>Karl Schonberg</td>
<td>Associate Dean of International and Intercultural Education</td>
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</tr>
<tr>
<td>Cathy Shrady</td>
<td>Director Outdoor Studies</td>
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</tr>
<tr>
<td>Abye Assefa</td>
<td>France Director</td>
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</tr>
<tr>
<td>Florence Molk</td>
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<tr>
<td>Martha Chew Sanchez</td>
<td>Spain Director</td>
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<tr>
<td>Richard Jenseth</td>
<td>New York City Director</td>
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</tr>
<tr>
<td>Darby Morrisroe</td>
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<tr>
<td>Cathy Shrady</td>
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<tr>
<td>Jeffrey Rickey</td>
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<tr>
<td>Jeremy Freeman</td>
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<td>Patricia Farmer</td>
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<tr>
<td>Kimberly Hissong</td>
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<td>Thomas Pynchon</td>
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<tr>
<td>Michael Howard</td>
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<tr>
<td>Chris Abplanalp</td>
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<tr>
<td>Franco Bari</td>
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<tr>
<td>Billy Bascom</td>
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<tr>
<td>Alex Smith</td>
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<tr>
<td>Jodi Canfield</td>
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<td>Bob Clemmer</td>
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<tr>
<td>Lauren Cobb</td>
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<tr>
<td>Kate Curran</td>
<td>Track&amp;Field, Women's/Assist. XC</td>
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<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Chris Downs</td>
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<td>Mary Drueding</td>
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<td>Bob Durocher</td>
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<tr>
<td>Mike Elberty</td>
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<tr>
<td>Jenny Girard</td>
<td>Media Relations - Assistant</td>
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<tr>
<td>Fran Grembowicz</td>
<td>Field Hockey / Asst. AD</td>
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<tr>
<td>Christopher Haynes</td>
<td>Baseball - Associate Head Coach</td>
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<td>Troy Holloway</td>
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<tr>
<td>Mike Howard</td>
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<td>Peter Hoy</td>
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<td>Nick Hughes</td>
<td>Crew, Director- Men's &amp; Women's</td>
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<tr>
<td>Mike Hurlbut</td>
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<td>Wally Johnson</td>
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<td>Joe Keniston</td>
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<tr>
<td>Beth Spadaccini</td>
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<tr>
<td>Cheryl Kennedy</td>
<td>Executive Secretary</td>
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<td>Greg Kreitzer</td>
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<tr>
<td>Randy LaBrake</td>
<td>Assoc. AD / Business Affairs</td>
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<td>Mary Lawrence</td>
<td>Golf, Men's &amp; Women's</td>
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<tr>
<td>Victoria Lederer</td>
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<td>Mare MacDougall</td>
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<td>Mark Raymond</td>
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<td>Willi Steinrotter</td>
<td>Ski - Alpine</td>
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<td>Margie Strait</td>
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<td>Ethan Townsend</td>
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<td>Elisa VanKirk</td>
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<td>Chris Wells</td>
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<td>Ted Wisner</td>
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<tr>
<td>Lisa Cania</td>
<td>Vice President for Community and Employee Relations</td>
<td>CER</td>
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<tr>
<td>Name</td>
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<tr>
<td>Colleen Manley</td>
<td>Director of Human Resources - Employee and Labor Relations</td>
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<td>Debra Mousaw</td>
<td>Director of Human Resources - Employee Benefits</td>
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<tr>
<td>Macreena Doyle</td>
<td>Director Employee Recruitment Training &amp; Affirmative Action</td>
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<tr>
<td>Vacant</td>
<td>Vice President for Communications</td>
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<td>Dan Seaman</td>
<td>Chief Facilities Officer</td>
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<td>Theresa Simoni</td>
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<td>Carol Gable</td>
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<td>James Mattice</td>
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<td>Rene Thatcher</td>
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<td>William Fox</td>
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<tr>
<td>Sara Coburn</td>
<td>Assistant Dean of Student Life - Director of Career Services</td>
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<td>Cynthia Atkins</td>
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<td>Meg Flaherty</td>
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<td>Rance Davis</td>
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<td>Katrina Johnson</td>
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<td>Lauren Stemler</td>
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<tr>
<td>Sara Trimm</td>
<td>Coordinator of International Student Services</td>
<td>Student Life</td>
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Crime Report – Crime Definitions:

Excerpted from the Implementing Regulations of the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" (originally the Campus Security Act) originally published in the Federal Register on April 29, 1994 (Vol. 59, No. 82) and November 1, 1999 (Vol 64, No. 210).

The following definitions are to be used for reporting the crimes listed in 34 CFR sec. 668.46 (previously 668.47) in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are excerpted from the Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

Crime Definitions from the Uniform Crime Reporting Handbook

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary
that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed).

**Arson** - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Burglary** - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Dating Violence** – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such relationship shall be determined based on a consideration of the following factors:
- The length of the relationship.
- The type of the relationship.
- The frequency of interaction between the persons involved in the relationship.

**Domestic Violence** – Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the local jurisdiction, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic violence or family violence laws of the respective jurisdiction.

**Criminal Homicide - Manslaughter by Negligence** - The killing of another person through gross negligence.

**Criminal Homicide - Murder and Nonnegligent Manslaughter** - The willful (nonnegligent) killing of one human being by another.

**Hate Crime** - A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender’s bias. **Bias** is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.
- **Race**. A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender**. A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
• **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

• **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).

• **Ethnicity/national origin.** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).

• **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Intimidation** - To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Larceny/Theft Offenses** - The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

  • **Pocket-picking**—The theft of articles from another person’s physical possession by stealth where the victim usually does not become immediately aware of the theft.
  
  • **Purse-snatching**—The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
  
  • **Shoplifting**—The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.

**Larceny/Theft Offenses - Continued**

  • **Theft From Building**—A theft from within a building which is either open to the general public or where the offender has legal access.
  
  • **Theft From Coin-Operated Machine or Device**—A theft from a machine or device which is operated or activated by the use of coins.
  
  • **Theft From Motor Vehicle**—(Except “Theft of Motor Vehicle Parts or Accessories”) The theft of articles from a motor vehicle, whether locked or unlocked.
  
  • **Theft of Motor Vehicle Parts or Accessories**—The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.
  
  • **All Other Larceny**—All thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.

**Motor Vehicle Theft** - The theft or attempted theft of a motor vehicle or any self-propelled vehicle, such as: sport utility vehicles, automobiles, trucks, buses, motorcycles, motor scooters, trail bikes, mopeds, all-terrain vehicles, self-propelled motor homes, snowmobiles, golf carts, and motorized wheel chairs.
**Robbery** - The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Simple Assault** - An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Stalking** – Engaging in a course of conduct directed at a specific person that cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress.

**Vandalism of Property Destruction/Damage**—(Except “Arson”) To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Weapon Law Violations**
The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

**Drug Abuse Violations**
Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous nonnarcotic drugs (barbiturates, benzedrine).

**Liquor Law Violations**
The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program**

**Sex Offenses-Forcible**
Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A. **Forcible Rape**-The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
B. **Forcible Sodomy**—Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. **Sexual Assault With An Object**—The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

D. **Forcible Fondling**—The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Sex Offenses—Non-forcible**

Unlawful, non-forcible sexual intercourse.

- **A. Incest**—Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **B. Statutory Rape**—Non-forcible sexual intercourse with a person who is under the statutory age of consent.

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**New York Crime Definitions**

The Violence Against Women Act and its proposed regulations require the inclusion of certain New York State definitions in a campus’s Annual Security Report and also require that those definitions be provided in campaigns, orientations, programs and trainings for employees and students. Definitions required include: consent; dating violence; domestic violence; sexual assault; and stalking.

**CONSENT:** Lack of consent results from: forcible compulsion; or incapacity to consent; or where the offense charged is sexual abuse or forcible touching, any circumstances, in addition to forcible compulsion or incapacity to consent, in which the victim does not expressly or impliedly acquiesce in the actor’s conduct. Where the offense charged is rape in the third degree, a criminal sexual act in the third degree, or forcible compulsion in circumstances under which, at the time of the act of intercourse, oral sexual conduct or anal sexual conduct, the victim clearly expressed that he or she did not consent to engage in such act, and a reasonable person in the actor’s situation would have understood such person’s words and acts as an expression of lack of consent to such act under all the circumstances. A person is incapable of consent when he or she is: less than 17 years old; or mentally disabled; or mentally incapacitated; or physically helpless; or committed to the care and custody of the state department of correctional services, a hospital, the office of children and family services and is in residential care, or the other person is a resident or inpatient of a residential facility operated by the office of mental health, the office for
people with development disabilities, or the office of alcoholism and substance abuse services, and the actor is an employee, not married to such person, who knows or reasonably should know that such person is committed to the care and custody of such department or hospital.

**CONSENT, ABBREVIATED:** Clear, unambiguous, and voluntary agreement between the participating to engage in specific sexual activity.

**DATING VIOLENCE:** New York State does not specifically define dating violence. However, dating violence would include the crimes listed elsewhere in this document when committed by a person in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical abuse or threat of abuse. It does not include acts covered under the definition of domestic violence.

**DOMESTIC VIOLENCE:** An act which would constitute a violation of the penal law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted murder, criminal obstruction or breaching or blood circulation, or strangulation; and such acts have created a substantial risk of physical or emotional harm to a person or a person’s child. Such acts are alleged to have been committed by a family member. The victim can be anyone over the age of sixteen, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person’s child is a victim of the act.

**FAMILY OR HOUSEHOLD MEMBER:** Person’s related by consanguinity or affinity; Persons legally married to one another; Person formerly married to one another regardless of whether they still reside in the same household; Persons who have a child in common regardless of whether such persons are married or have lived together at any time; Unrelated persons who are continually or at regular intervals living in the same household or who have in the past continually or at regular intervals lived in the same household; Persons who are not related by consanguinity or affinity and who are or have been in an intimate relationship regardless of whether such persons have lived together at any time. Factors that may be considered in determining whether a relationship is an “intimate relationship” include, but are not limited to: the nature or type of relationship regardless of whether the relationship is sexual in nature; the frequency of interaction between the persons; and the duration of the relationship. Neither a casual acquaintance nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute an “intimate relationship”; Any other category of individuals deemed to be a victim of domestic violence as defined by the office of children and family services in regulation.

**PARENT:** means natural or adoptive parent or any individual lawfully charged with a minor child’s care or custody.

**SEXUAL ASSAULT:** New York State does not specifically define sexual assault. However, according to the Federal Regulations, sexual assault includes offenses that meet the definitions of rape, fondling, incest, or statutory rape as used in the FBI’s UCR program.
SEX OFFENSES; LACK OF CONSENT: Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim.

SEXUAL MISCONDUCT: When a person (1) engages in sexual intercourse with another person without such person’s consent; or (2) engages in oral sexual conduct or anal sexual conduct without such person’s consent; or (3) engages in sexual conduct with an animal or a dead human body.

RAPE IN THE THIRD DEGREE: When a person (1) engages in sexual intercourse with another person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) Being 21 years old or more, engages in sexual intercourse with another person less than 17 years old; or (3) engages in sexual intercourse with another person without such person's consent where such lack of consent is by reason of some factor other than incapacity to consent.

RAPE IN THE SECOND DEGREE: When a person (1) being 18 years old or more, engages in sexual intercourse with another person less than 15 years old; or (2) engages in sexual intercourse with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense to the crime of rape in the second degree the defendant was less than four years older than the victim at the time of the act.

RAPE IN THE FIRST DEGREE: When a person engages in sexual intercourse with another person (1) by forcible compulsion; or (2) Who is incapable of consent by reason of being physically helpless; or (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

CRIMINAL SEXUAL ACT IN THE THIRD DEGREE: When a person engages in oral or anal sexual conduct (1) with a person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) being 21 years old or more, with a person less than 17 years old; (3) with another person without such persons consent where such lack of consent is by reason of some factor other than incapacity to consent.

CRIMINAL SEXUAL ACT IN THE SECOND DEGREE: When a person engages in oral or anal sexual conduct with another person (1) and is 18 years or more and the other person is less than 15 years old; or (2) who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense that the defendant was less than four years older than the victim at the time of the act.
CRIMINAL SEXUAL ACT IN THE FIRST DEGREE: When a person engages in oral or anal sexual conduct with another person (1) by forcible compulsion; (2) who is incapable of consent by reason of being physically helpless; (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

FORCIBLE TOUCHING: When a person intentionally, and for no legitimate purpose, forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor's sexual desire. It includes squeezing, grabbing, or pinching.

PERSISTENT SEXUAL ABUSE: When a person commits a crime of forcible touching, or second or third degree sexual abuse within the previous ten year period, has been convicted two or more times, in separate criminal transactions for which a sentence was imposed on separate occasions of one of one of the above mentioned crimes or any offense defined in this article, of which the commission or attempted commissions thereof is a felony.

SEXUAL ABUSE IN THE THIRD DEGREE: When a person subjects another person to sexual contact without the latter's consent. For any prosecution under this section, it is an affirmative defense that (1) such other person's lack of consent was due solely to incapacity to consent by reason of being less than 17 years old; and (2) such other person was more than 14 years old and (3) the defendant was less than five years older than such other person.

SEXUAL ABUSE IN THE SECOND DEGREE: When a person subjects another person to sexual contact and when such other person is (1) incapable of consent by reason of some factor other than being less than 17 years old; or (2) less than 14 years old.

SEXUAL ABUSE IN THE FIRST DEGREE: When a person subjects another person to sexual contact (1) by forcible compulsion; (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old; or (4) when the other person is less than 13 years old.

AGGRAVATED SEXUAL ABUSE: For the purposes of this section, conduct performed for a valid medical purpose does not violate the provisions of this section.

AGGRAVATED SEXUAL ABUSE IN THE FOURTH DEGREE: When a person inserts a (1) foreign object in the vagina, urethra, penis or rectum of another person and the other person is incapable of consent by reason of some factor other than being less than 17 years old; or (2) finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person and such person is incapable of consent by reason of some factor other than being less than 17 years old.
AGGRAVATED SEXUAL ABUSE IN THE THIRD DEGREE: When a person inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person (1)(a) by forcible compulsion; (b) when the other person is incapable of consent by reason of being physically helpless; or (c) when the other person is less than 11 years old; or (2) causing physical injury to such person and such person is incapable of consent by reason of being mentally disabled or mentally incapacitated.

AGGRAVATED SEXUAL ABUSE IN THE SECOND DEGREE: When a person inserts a finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person by (1) forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old.

AGGRAVATED SEXUAL ABUSE IN THE FIRST DEGREE: When a person subjects another person to sexual contact: (1) By forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than eleven years old; or (4) when the other person is less than thirteen years old and the actor is twenty-one years old or older.

COURSE OF SEXUAL CONDUCT AGAINST A CHILD IN THE SECOND DEGREE: When over a period of time, not less than three months, a person: (1) Engages in two or more acts of sexual conduct with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct with a child less than 13 years old. A person may not be subsequently prosecuted for any other sexual offense involving the same victim unless the other charges offense occurred outside of the time period charged under this section.

COURSE OF SEXUAL CONDUCT AGAINST A CHILD IN THE FIRST DEGREE: When a person over a period of time, not less than three months in duration, a person: (1) Engages in two or more acts of sexual conduct, or aggravated sexual contact with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct which includes at least one act of sexual intercourse, oral sexual conduct, anal sexual conduct, or aggravated sexual contact with a child less than 13 years old.

FACILITATING A SEX OFFENSE WITH A CONTROLLED SUBSTANCE: A person is guilty of facilitating a sex offense with a controlled substance when he or she: (1) knowingly and unlawfully possesses a controlled substance or any preparation, compound, mixture or substance that requires a prescription to obtain and administers such substance or preparation, compound, mixture or substance that requires a prescription to obtain to another person without such person’s consent and with intent to commit against such person conduct constituting a felony defined in this article; and (2) commits or attempts to commit such conduct constituting a felony defined in this article.
INCEST IN THE THIRD DEGREE: A person is guilty of incest in the third degree when he or she marries or engages in sexual intercourse, oral sexual conduct or anal sexual conduct with a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

INCEST IN THE SECOND DEGREE: A person is guilty of incest in the second degree when he or she commits the crime of rape in the second degree, or criminal sexual act in the second degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

INCEST IN THE FIRST DEGREE: A person is guilty of incest in the first degree when he or she commits the crime of rape in the first degree, or criminal sexual act in the first degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or half blood, uncle, aunt, nephew or niece.

STALKING IN THE FOURTH DEGREE: When a person intentionally, and for not legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct (1) is likely to cause reasonable fear of material harm to the physical health, safety or property of such person, a member of such person’s immediate family or a third party with whom such person is acquainted; or (2) causes material harm to the mental or emotional health of such person, where such conduct consists of following, telephoning or initiating communication or contact with such person, a member of such person’s immediate family or a third party with whom such person is acquainted, and the actor was previously clearly informed to cease that conduct; or (3) is likely to cause such person to reasonably fear that his or her employment, business or career is threatened, where such conduct consists of appearing, telephoning or initiating communication or contact at such person’s place of employment or business, and the actor was previously clearly informed to cease that conduct.

STALKING IN THE THIRD DEGREE: When a person (1) commits the crime of stalking in the fourth degree against any person in three or more separate transactions, for which the actor has not been previously convicted; or (2) commits the crime of stalking in the fourth degree against any person, and has previously been convicted, within the preceding ten years of a specified predicate crime and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) with an intent to harass, annoy or alarm a specific person, intentionally engages in a course of conduct directed at such person which is likely to cause such person to reasonably fear physical injury or serious physical injury, the commission of a sex offense against, or the kidnapping, unlawful imprisonment or death of such person or a member of such person’s immediate family; or (4) commits the crime of stalking in the fourth degree and has previously been convicted within the preceding ten years of stalking in the fourth degree.
STALKING IN THE SECOND DEGREE: When a person: (1) Commits the crime of stalking in the third degree and in the course of and furtherance of the commission of such offense: (a) displays, or possesses and threatens the use of, a firearm, pistol, revolver, rifle, sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chuka stick, sand bag, sandclub, sligshot, slugshot, shirken, “Kung Fu Star,” dagger, dangerous knife, dirk, razor, stiletto, imitation pistol, dangerous instrument, deadly instrument or deadly weapons; or (b) displays what appears to be a pistol, revolver, rifle, shotgun, machine gun or other firearm; or (2) commits the crime of stalking in the third against any person, and has previously been convicted, within the preceding five years, of a specified predicate crime, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) commits the crime of stalking in the fourth degree and has previously been convicted of stalking in the third degree; or (4) being 21 years of age or older, repeatedly follows a person under the age of fourteen or engages in a course of conduct or repeatedly commits acts over a period of time intentionally placing or attempting to place such person who is under the age of fourteen in reasonable fear of physical injury, serious physical injury or death; or (5) commits the crime of stalking in the third degree, against ten or more persons, in ten or more separate transactions, for which the actor has not been previously convicted.

STALKING IN THE FIRST DEGREE: When a commits the crime of stalking in the third degree or stalking in the second degree and, in the course and furtherance thereof, he or she intentionally or recklessly causes physical injury to the victim of such crime.
Crime Location Definitions for campus, non-campus building or property and public property:

Clery Core Campus Map

The definitions for campus, non-campus building or property and public property are excerpted from the Federal Register.

**Campus:** (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Campus Residential Facilities:** Dormitories or other residential accommodations for students on campus.
Non-campus building or property: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Source for definitions: National Incident-Based Reporting System
U.S. Department of Justice
Federal Bureau of Investigation
Criminal Justice Information Services Division
RE: Uniform Crime Reporting

Crime Statistics

The following statistics for the calendar years of 2011, 2012 and 2013 were reported to the Safety and Security Department or other university officials. The statistics reflect crimes which occur not only on campus, but also at non-campus property, public property and specifically in residential facilities.

St. Lawrence University has a vigorous Advocates Program, an inclusive campus-wide effort aimed at Education and Outreach, Community Coordination, Prevention, and Advocacy. Services include crisis intervention; the 24-hour Sexual Violence Hotline (315-244-5466); hospital, court, and judicial proceeding accompaniment; support groups; and safety planning. Thanks to Advocates, the St. Lawrence community is highly sensitive to the issues of sexual violence that occur in any community, and students, faculty and staff work together to raise awareness of the issues. Therefore, our statistics reflect the open and communicative culture that we encourage.
<table>
<thead>
<tr>
<th>Criminal Offenses</th>
<th>On Campus</th>
<th>Non-Campus</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arson</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0 0 1</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Assault - Simple</td>
<td>16 7 5</td>
<td>0 1 0</td>
<td>0 4 0</td>
</tr>
<tr>
<td>Burglary</td>
<td>6 14 2</td>
<td>0 0 0</td>
<td>0 1 0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>N/A N/A 2</td>
<td>N/A N/A 0</td>
<td>N/A N/A 0</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>N/A N/A 0</td>
<td>N/A N/A 0</td>
<td>N/A N/A 0</td>
</tr>
<tr>
<td>Stalking</td>
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<td>N/A N/A 0</td>
<td>N/A N/A 0</td>
</tr>
<tr>
<td>Intimidation</td>
<td>10 6 8</td>
<td>1 2 1</td>
<td>0 1 0</td>
</tr>
<tr>
<td>Larceny</td>
<td>137 135 101</td>
<td>11 6 3</td>
<td>6 2 4</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2 2 0</td>
<td>0 0 0</td>
<td>0 0 2</td>
</tr>
<tr>
<td>Murder (Negligent manslaughter)</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Murder (Non-negligent manslaughter)</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>**Sex Offense (Forcible)</td>
<td>4 2 8</td>
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<td>0 1 0</td>
</tr>
<tr>
<td>**Sex Offense (Non-forcible)</td>
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<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Vandalism</td>
<td>139 190 123</td>
<td>1 5 3</td>
<td>2 4 3</td>
</tr>
<tr>
<td>Weapons Violation</td>
<td>6 9 3</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
</tbody>
</table>

** Note: Sex Offences are summarized by category; Rape, Fondling, Sexual Assault with an object, Incest and Statutory Rape in the next statistics table. The table above is a collective representation of reported Sex Offenses. The summarization of Sex Offenses by offense category is required by law for the 2013 Annual Security Report.
### 2013 Summary of Sex Offenses by Category for On Campus, Non-Campus and Public Property

<table>
<thead>
<tr>
<th>Criminal Offenses</th>
<th>On Campus</th>
<th>Non-Campus</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>rape</td>
<td>7</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>fondling</td>
<td>1</td>
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<td>0</td>
</tr>
<tr>
<td>Sexual Assault with an object</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>incest</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td>1</td>
<td>0</td>
<td>0</td>
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</table>
Note: The On Campus - In Residence Halls figures are included in the On Campus statistics above.

<table>
<thead>
<tr>
<th>Criminal Offenses</th>
<th>On Campus- In Residence Halls</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2011</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
</tr>
<tr>
<td>Assault - Simple</td>
<td>9</td>
</tr>
<tr>
<td>Burglary</td>
<td>2</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>N/A</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>N/A</td>
</tr>
<tr>
<td>Stalking</td>
<td>N/A</td>
</tr>
<tr>
<td>Intimidation</td>
<td>4</td>
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<tr>
<td>Larceny</td>
<td>38</td>
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<tr>
<td>Motor Vehicle Theft</td>
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</tr>
<tr>
<td>Murder (Negligent manslaughter)</td>
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</tr>
<tr>
<td>Murder (Non-negligent manslaughter)</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td><strong>Sex Offense (Forcible)</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Sex Offense (Non-forcible)</strong></td>
<td>0</td>
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<td>Vandalism</td>
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<tr>
<td>Weapons Violation</td>
<td>6</td>
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</tbody>
</table>

** Note: Sex Offenses are summarized by category; Rape, Fondling, Sexual Assault with an object, Incest and Statutory Rape in the next statistics table. The table above is a collective representation of reported Sex Offenses. The summarization of Sex Offenses by offense category is required by law for the 2013 Annual Security Report.

Note: The On Campus - In Residence Halls figures are included in the On Campus statistics above.
2013 Summary of Sex Offenses by Category for On Campus – In Residence Halls

<table>
<thead>
<tr>
<th>Criminal Offenses</th>
<th>On Campus- In Residence Halls</th>
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</thead>
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<tr>
<td></td>
<td>2013</td>
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<tr>
<td>Sex Offenses</td>
<td></td>
</tr>
<tr>
<td>Rape</td>
<td>6</td>
</tr>
<tr>
<td>Fondling</td>
<td>0</td>
</tr>
<tr>
<td>Sexual Assault with an object</td>
<td>0</td>
</tr>
<tr>
<td>Incest</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td>0</td>
</tr>
<tr>
<td>Criminal Offenses Committed with bias related intent (Hate Crimes)</td>
<td>On Campus</td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
</tr>
<tr>
<td>Assault Simple</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
</tr>
<tr>
<td>Intimidation</td>
<td>0</td>
</tr>
<tr>
<td>Larceny</td>
<td>0</td>
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<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
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<td>Murder (Negligent manslaughter)</td>
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<td>Murder (Non-negligent manslaughter)</td>
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<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offense (Forcible)</td>
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<tr>
<td>Sex Offense (Non-forcible)</td>
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<td>Vandalism</td>
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<tr>
<td>Weapons Violation</td>
<td>0</td>
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</table>
Hate Crimes (Bias-Related) On Campus - In Residence Halls

Note: The On Campus - In Residence Halls figures are included in the On Campus statistics above.

<table>
<thead>
<tr>
<th>Criminal Offenses</th>
<th>On Campus-In Residence Halls</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2011</td>
</tr>
<tr>
<td>Arson</td>
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</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
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<tr>
<td>Assault - Simple</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
</tr>
<tr>
<td>Intimidation</td>
<td>0</td>
</tr>
<tr>
<td>Larceny</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
</tr>
<tr>
<td>Murder (Negligent manslaughter)</td>
<td>0</td>
</tr>
<tr>
<td>Murder (Non-negligent manslaughter)</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offense (Forcible)</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offense (Non-forcible)</td>
<td>0</td>
</tr>
<tr>
<td>Vandalism</td>
<td>0</td>
</tr>
<tr>
<td>Weapons Violation</td>
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</tbody>
</table>
## Arrests for Liquor Law, Drug Law, & Weapons Violations

<table>
<thead>
<tr>
<th>Arrests - For specific offenses listed below: (DWI not included)</th>
<th>On Campus</th>
<th>Non Campus</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>39 43 41</td>
</tr>
<tr>
<td>Drug Abuse Violations</td>
<td>2 1 0</td>
<td>0 0 0</td>
<td>0 2 0</td>
</tr>
<tr>
<td>Weapons Possession</td>
<td>0 1 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
</tbody>
</table>

### Arrests for Liquor Law, Drug Law, & Weapons Violations

Note: The On Campus - In Residence Halls figures are included in the On Campus statistics above.

<table>
<thead>
<tr>
<th>Arrests - On Campus (In Residence Halls) for specific offenses listed below: (DWI not included)</th>
<th>On Campus- In Residence Halls</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2011</td>
</tr>
<tr>
<td>Liquor Law Violations</td>
<td>0</td>
</tr>
<tr>
<td>Drug Abuse Violations</td>
<td>2</td>
</tr>
<tr>
<td>Weapons Possession</td>
<td>0</td>
</tr>
</tbody>
</table>
Disciplinary Actions/Judicial Referrals

Note: (Figures include incidences reported under arrests)

<table>
<thead>
<tr>
<th>For specific offenses listed (DWI not included)</th>
<th>On Campus</th>
<th>Non Campus</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>148 215 141</td>
<td>14 0 1</td>
<td>39 0 0</td>
</tr>
<tr>
<td>Drug Abuse Violations</td>
<td>118 151 137</td>
<td>1 0 1</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Weapons Possession</td>
<td>6 10 3</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
</tbody>
</table>

Disciplinary Actions/Judicial Referrals - On Campus - In Residence Halls

Note: The On Campus - In Residence Halls figures are included in the On Campus statistics above.

<table>
<thead>
<tr>
<th>On Campus (In Residence Halls) for specific offenses listed below: (DWI not included)</th>
<th>On Campus, In Residence Halls</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2011 2012 2013</td>
</tr>
<tr>
<td>Liquor Law Violations</td>
<td>87 197 130</td>
</tr>
<tr>
<td>Drug Abuse Violations</td>
<td>99 115 128</td>
</tr>
<tr>
<td>Weapons Possession</td>
<td>6 7 3</td>
</tr>
</tbody>
</table>

New York State Sex Offender Registry Website
To obtain information about registered sex offenders go to:
http://criminaljustice.state.ny.us/nsor/index.htm